



HUXLEY

— HEART OF THE PRAIRIE —

CITY COUNCIL MEETING NOTICE

HUXLEY CITY HALL – COUNCIL CHAMBERS – 515 N. MAIN AVENUE
TUESDAY, JANUARY 14, 2020
6:00 P.M.

AGENDA

PROCLAMATIONS/RECOGNITIONS

A.J. Strumpfer – Certifications Earned:

Drinking Water Distribution 2

Wastewater Treatment Grade 2

Jake Hanks – Certifications Earned:

Drinking Water Treatment 2

Drinking Water Distribution 2

ROLL CALL

APPROVE AGENDA AS PRESENTED AND/OR AMENDED

PUBLIC HEARINGS - None

PRESENTATIONS

FY19 City of Huxley Audit Summary/Steve Gerdes - Faller, Kincheloe & Co, PLC

CONSENT AGENDA – *These are routine business items and will be acted upon by one Roll Call Vote without separate discussion unless Council or citizen requests an item to be removed or considered separately.*

1. LICENSES AND PERMITS

- a. Dollar General - Alcohol License

2. PUBLIC IMPROVEMENTS

- a. Resolution No. 20-001: Approval of Westview Heights Plat 2 Public Improvements
- b. Resolution No. 20-002: Approval of Westview Heights Plat 2 Final Plat with Contingencies to Receive Necessary Documentation for CAD Drawings, GIS Information, As-Constructed Drawings, Minimum Protection Elevations (MPE), Backyard Drainage Elevations and Stormwater Detention Agreements
- c. Resolution No. 20-003: Professional Services Agreement with Veenstra & Kimm, Inc for Engineering Services for the Construction of Public Improvements for the Westview Heights Plat 3 Subdivision
- d. Resolution No. 20-004: Approval of Partial Pay Estimate No. 1 for North Pump Station Flood Control & Mitigation Project
- e. Resolution No. 20-005: Approval of Partial Pay Estimate No. 2 for Interstate 35 and Highway 210 Water and Sewer Extension

3. BOARD COMMISSIONS AND APPOINTMENTS

- a. Mayor Appointment of Council Committees
- b. Appointment of Administrator Rita Conner as Primary Representative and Jeff Peterson as Alternate Representative to the Central Iowa Regional Transportation Alliance (CIRPTA) Transportation Policy Committee and Transportation Technical Committee
- c. Reappointment of Amanda DeMaris to the Parks and Recreation Board

4. GENERAL BUSINESS

- a. Approve Council Minutes for December 10, 2019 and January 7, 2020
- b. Authorize City Administrator and Designees to Draw Checks on Registers for the Dates of December 5, 2019 through January 9, 2020.
- c. Approve 28E Agreement with Story County Treasurer to Authorize Collection of Delinquent Parking Fines in Conjunction with Renewal of Motor Vehicle Registrations

SET PUBLIC HEARING DATES

- M.R. Properties
- Bud Seemann

ORDINANCES – FIRST CONSIDERATION - None

CITY ADMINISTRATOR COMMUNICATIONS - None

MAYOR/COUNCIL COMMUNICATIONS - None

CONSENT

Licenses and Permits

Applicant License Application (BC0029860)

Name of Applicant: <u>DOLGENCORP. LLC</u>		
Name of Business (DBA): <u>Dollar General Store # 812</u>		
Address of Premises: <u>614 N US HIGHWAY 69</u>		
City <u>Huxley</u>	County: <u>Story</u>	Zip: <u>50124</u>
Business	<u>(515) 597-2444</u>	
Mailing	<u>100 Mission Ridge</u>	
City <u>Goodlettsville</u>	State <u>TN</u>	Zip: <u>37072</u>

Contact Person

Name <u>Katie Durham</u>	Email <u>tax-beerandwinelicense@dollargeneral.com</u>
Phone: <u>(615) 855-4000</u>	

Classification Class C Beer Permit (BC)

Term: 12 months

Effective Date: 03/01/2019

Expiration Date: 02/29/2020

Privileges:

Class B Wine Permit

Class C Beer Permit (BC)

Sunday Sales

Status of Business

BusinessType: <u>Limited Liability Company</u>	
Corporate ID Number: <u>XXXXXXXXXX</u>	Federal Employer ID <u>XXXXXXXXXX</u>

Ownership

Dollar General Corporation

First Name: <u>Dollar</u>	Last Name: <u>General Corporation</u>
City: <u>Goodlettsville</u>	State: <u>Tennessee</u> Zip: <u>37072</u>
Position: <u>N/A</u>	
% of Ownership: <u>100.00%</u>	U.S. Citizen: <u>Yes</u>

Lawrence Gatta

First Name: <u>Lawrence</u>	Last Name: <u>Gatta</u>
City: <u>Brentwood</u>	State: <u>Tennessee</u> Zip: <u>37027</u>
Position: <u>Non-Member Manager</u>	
% of Ownership: <u>0.00%</u>	U.S. Citizen: <u>Yes</u>

Jason Reiser

First Name: <u>Jason</u>	Last Name: <u>Reiser</u>
City: <u>Nashville</u>	State: <u>Tennessee</u> Zip: <u>37212</u>

Position: Non Member Manager

% of Ownership: 0.00%

U.S. Citizen: Yes

Insurance Company Information

Insurance Company:	
Policy Effective Date:	Policy Expiration
Bond Effective	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:

12 CONSENT

Public Improvements

RESOLUTION NO. 20-001

RESOLUTION

WHEREAS, the City of Huxley has received request for the approval and acceptance of Westview Heights subdivision Plat 2 public improvements and;

WHEREAS, a walk -through inspection of the public improvements has been conducted by Veenstra & Kim, Inc. with the developer, contractor and City staff and;

WHEREAS, a recommendation to the Council to approve and accept the public improvements has been provided.

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

The public improvements for Westview Heights Plat 2 are hereby accepted and approved.

Roll Call	Aye	Nay	Absent
Nick Easter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
David Kuhn	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Greg Mulder	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rick Peterson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tracey Roberts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PASSED, ADOPTED AND APPROVED this 14th day of January 2020.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 20-001** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 14th day of January 2020.

Kevin Deaton, 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)

January 9, 2020

Rita Conner
City Administrator
City of Huxley
515 N. Main Avenue
Huxley, Iowa 50124

CITY OF HUXLEY, IOWA
WESTVIEW HEIGHTS PLAT 2
PUBLIC IMPROVEMENTS

We have reviewed the constructed improvements for Westview Heights Plat 2 and find them acceptable.

We recommend acceptance of the public improvements by the City of Huxley provided the necessary documentation is provided for CAD drawings, GIS information and as-constructed drawings.

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

VEENSTRA & KIMM, INC.

A blue ink signature of Forrest S. Aldrich, written in a cursive style.

Forrest S. Aldrich

FSA:dml
45257

cc: Jeff Peterson, City of Huxley (e-mail)
Todd Petersen (e-mail)
Erin Ollendike, Civil Design Advantage (e-mail)

COUNCIL COMMUNICATION

AGENDA HEADING:

Approving Westview Heights Plat 2 Final Plat with Contingencies

SYNOPSIS:

Veenstra & Kimm, Inc (Forrest Aldrich, P.E. 3000 Westown Parkway West Des Moines, Iowa 50266) has provided a letter regarding the submittal of Westview Heights Plat 2, Final Plat for Council approval. The development team (Dickson Jensen, 4611 Mortensen Road Ames, Iowa 50210) has concluded the preparation of all items with the exception of map files and drawings for stormwater management and a final agreement document for stormwater detention management.

Council is requested to approve Westview Heights Plat 2 Final Plat with contingencies that the required materials are received prior to plat recording.

FISCAL IMPACT: NONE

ADDITIONAL INFORMATION: NONE

PREVIOUS COUNCIL ACTION(S):

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

- Receipt of final materials and receipt of copy of recorded final plat

For more information on this and other agenda items, please call the City Clerk's Office at 515-597-2561 or visit the Clerk's Office, City Administration Building at 515 N. Main Ave. Council agendas are available to the public at the City Clerk's Office on Friday afternoon preceding Monday's Council meeting. Citizens can also request to receive meeting notices and agendas by email by calling the Clerk's Office or sending their request via email.

RESOLUTION NO. 20-002

RESOLUTION

WHEREAS, the City of Huxley has received request for the approval of Westview Heights subdivision, Plat 2, final plat and;

WHEREAS, the developer has prepared required information and materials for the recording of the final plat documents with the exception of CAD, GIS, and as-builts for minimum protected elevations, backyard drainage and stormwater detention and a final agreement for stormwater detention management;

WHEREAS, Veenstra and Kimm, Inc. have reviewed the materials submitted for City approval regarding the final plat and has advised the developer that final approval is contingent on receipt of this remaining information.

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

The final plat for Westview Heights Plat 2 is approved with resolution of the receipt of the CAD, GIS, as-built materials and stormwater detention agreement prior to final plat recording.

Roll Call	Aye	Nay	Absent
Nick Easter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
David Kuhn	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Greg Mulder	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rick Peterson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tracey Roberts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PASSED, ADOPTED AND APPROVED this 14TH day of January 2020.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 20-002** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 14th day of January 2020.

Kevin Deaton, 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)

January 10, 2020

Rita Conner
City Administrator
City of Huxley
515 N. Main Avenue
Huxley, Iowa 50124

CITY OF HUXLEY, IOWA
WESTVIEW HEIGHTS PLAT 2
FINAL PLAT

We have reviewed the final plat for Westview Heights Plat 2 and find it acceptable.

We recommend acceptance of the final plat by the City of Huxley provided the necessary documentation is provided for CAD drawings, GIS information, as-constructed drawings, minimum protection elevations (MPE), backyard drainage elevations, and stormwater detention agreements.

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

VEENSTRA & KIMM, INC.

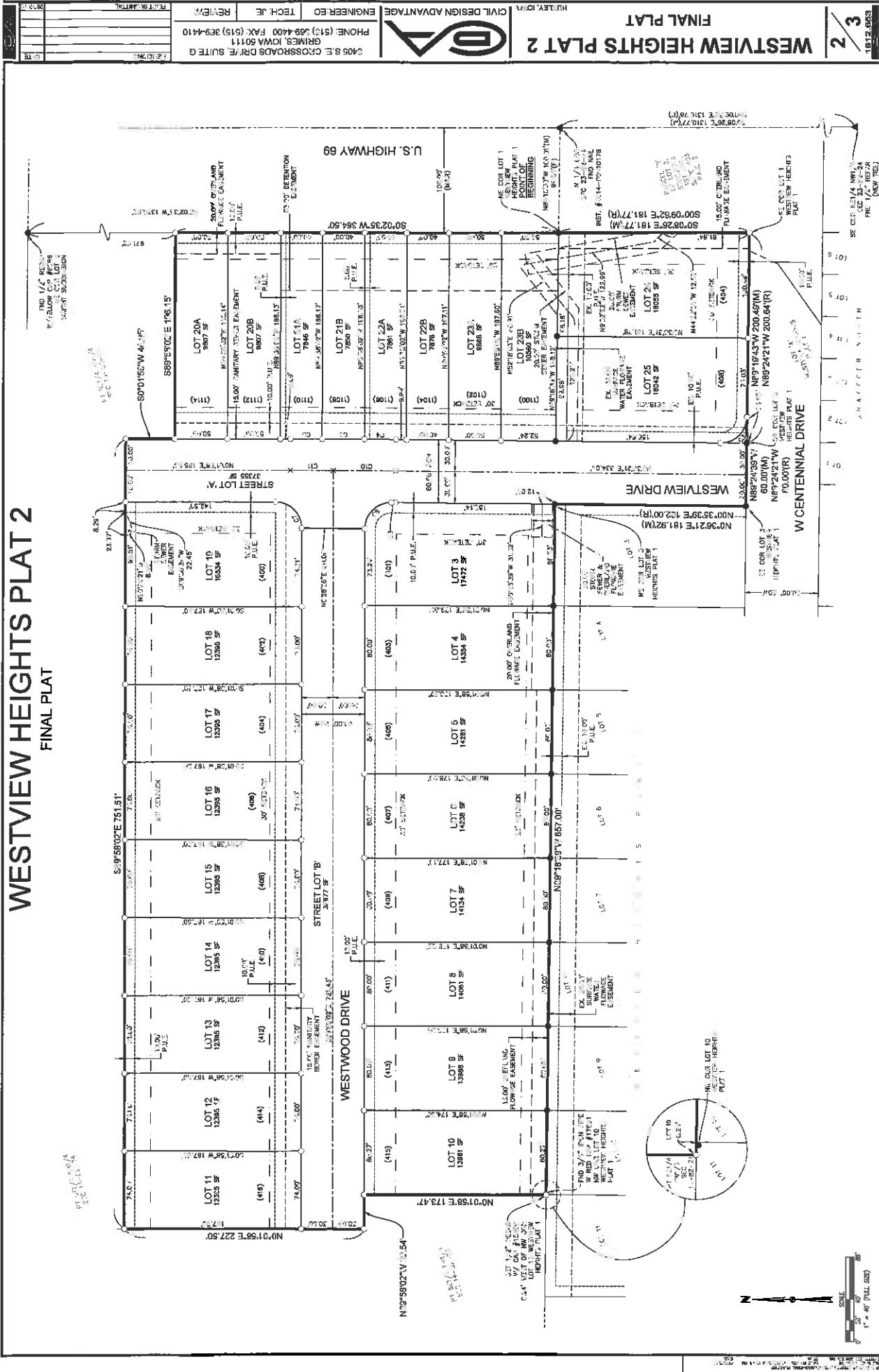
A handwritten signature in blue ink, reading "Forrest S. Aldrich".

Forrest S. Aldrich

FSA:dml
45229-046

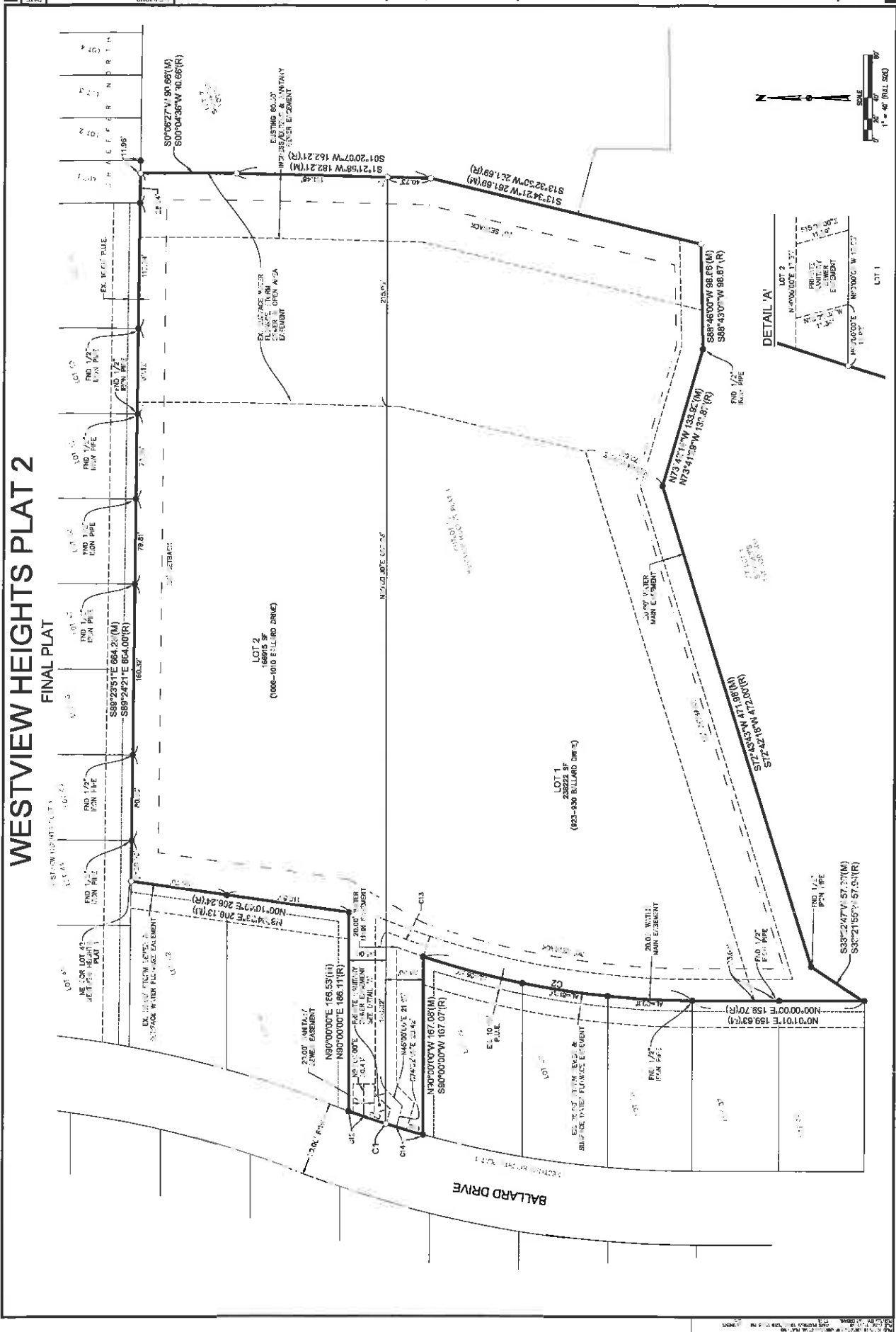
cc: Jeff Peterson, City of Huxley (e-mail)
Todd Petersen (e-mail)
Erin Ollendike, Civil Design Advantage (e-mail)

WESTVIEW HEIGHTS PLAT 2 FINAL PLAT



FINAL PLAT

1812.653 3 / 3		WESTVIEW HEIGHTS PLAT 2 FINAL PLAT	HUXLEY, IOWA CIVIL DESIGN ADVANTAGE  ENGINEER: EO TECH: JE REVIEW: 3405 S. G. CRSSR-VAD DRIVE, SUITE G GRIMS, IOWA 50111 PHONE: (515) 789-4400 FAX: (515) 789-4410	PLATING: JLV DATE:	1812.653 3 / 3
-------------------	--	---------------------------------------	--	-----------------------	-------------------




WHEN RECORDED RETURN TO: City of Huxley, Iowa, Attn: City Clerk, 515 N. Maine Ave., Huxley, IA 50124

Preparer Information: Civil Design Advantage, 3405 SE Crossroads Drive, Suite G, Grimes, IA 50111, (515) 369-4400

SPACE ABOVE THIS LINE FOR RECORDER

Westview Heights Plat 2 - Minimum Protection Elevations

<u>LOT #</u>	<u>ADDRESS</u>	<u>MPE</u>	<u>LOT #</u>	<u>ADDRESS</u>	<u>MPE</u>
1	xxxx Ballard Drive	1007.00	18	xxxx Westwood Drive	1009.00
2	xxxx Ballard Drive	1007.00	19	xxxx Westview Drive xxxx Westwood Drive	1009.00
3	xxxx Westview Drive xxxx Westwood Drive	1008.50	20A	xxxx Westwood Drive	None
4	xxxx Westwood Drive	1008.50	20B	xxxx Westwood Drive	1003.75
5	xxxx Westwood Drive	1008.50	21A	xxxx Westwood Drive	1003.75
6	xxxx Westwood Drive	None	21B	xxxx Westwood Drive	1003.75
7	xxxx Westwood Drive	None	22A	xxxx Westwood Drive	1003.75
8	xxxx Westwood Drive	None	22B	xxxx Westwood Drive	1003.75
9	xxxx Westwood Drive	None	23A	xxxx Westwood Drive	1003.75
10	xxxx Westwood Drive	None	23B	xxxx Westwood Drive	1003.75
11	xxxx Westwood Drive	1008.50	24	xxxx W. Centennial Drive	1003.75
12	xxxx Westwood Drive	None	25	xxxx W. Centennial Drive xxxx Westview Drive	1003.75
13	xxxx Westwood Drive	None			
14	xxxx Westwood Drive	None			
15	xxxx Westwood Drive	None			
16	xxxx Westwood Drive	1009.00			
17	xxxx Westwood Drive	1009.00			

	I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.	
	_____ ERIN K. OLLENDÖRKE, P.E.	_____ DATE
	MY LICENSE RENEWAL DATE IS DECEMBER 31, 2019 PAGES OR SHEETS COVERED BY THIS SEAL.	

COUNCIL COMMUNICATION

AGENDA HEADING:

Approving Professional Services Agreement with Veenstra & Kimm, Inc. for Engineering Services for Construction of Public Improvements in the Westview Heights Subdivision

SYNOPSIS:

Veenstra & Kimm, Inc (Forrest Aldrich, P.E. 3000 Westown Parkway West Des Moines, Iowa 50266) has submitted an agreement for professional engineering services for Westview Heights, Plat 3. These services will consist of public improvement construction observation, review of drawings and test results, and related duties for the installation of water mains, storm sewers, sanitary sewers, sanitary sewer lift station and paving.

The total cost for services is not to exceed \$108,500, which will be invoiced to and paid by the Westview Heights developer (Dickson Jensen, 4611 Mortensen Road Ames, Iowa 50210). Additional information is below and in the attachments.

FISCAL IMPACT:

Amount: Not to exceed \$108,500

Funding Source: The costs will be invoiced to the Westview Heights Subdivision developer and are not paid by the City of Huxley.

ADDITIONAL INFORMATION:

- The agreement for services provides for near full-time field coverage on the project.
- Construction is anticipated to be completed mid-year 2020.

PREVIOUS COUNCIL ACTION(S):

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

Inspection and presentation of the public improvements for Council action and acceptance

For more information on this and other agenda items, please call the City Clerk's Office at 515-597-2561 or visit the Clerk's Office, City Administration Building at 515 N. Main Ave. Council agendas are available to the public at the City Clerk's Office on Friday afternoon preceding Monday's Council meeting. Citizens can also request to receive meeting notices and agendas by email by calling the Clerk's Office or sending their request via email.

RESOLUTION NO. 20-003

RESOLUTION

WHEREAS, the City of Huxley proposes to hire professional civil engineering services to conduct on site observation of public improvement construction including sanitary sewers, water mains and paving in the Westview Heights subdivision, Plat 3 and;

WHEREAS, Veenstra and Kim, Inc. have presented an agreement describing the services to be provided and the associated cost not to exceed \$108,900 and;

WHEREAS, invoices for the work will be sent to the Westview Heights developer and will not be paid by the City of Huxley; and

WHEREAS, work on the project is estimated to be completed mid-2021.

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

The professional engineering services agreement from Veenstra and Kim, Inc is hereby approved.

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

PASSED, ADOPTED AND APPROVED this 14th day of January 2020.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 20-003** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 14th day of January 2020.

Kevin Deaton, Mayor

ATTEST:

Jolene Lettow, City Clerk



January 6, 2020

Rita Conner
City Administrator
City of Huxley
515 N. Main Avenue
Huxley, Iowa 50124

CITY OF HUXLEY, IOWA
CONSTRUCTION REVIEW
WESTVIEW HEIGHTS PLAT 3 SUBDIVISION
ENGINEERING SERVICES

This letter contract sets forth our understanding of engineering services for construction review of the Westview Heights Plat 3 Subdivision in Huxley, Iowa.

SCOPE OF SERVICES

We understand the engineering services are to include the following:

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

- e. Prepare punch list of clean-up items remaining on the project.
 - f. Make a final review after construction is complete to determine that the construction is substantially in compliance with the plans and specifications.
- 3. A letter will be provided certifying that the work observed by Veenstra & Kimm, Inc. has been completed in accordance with the plans and specifications, and a recommendation made for acceptance of the work by the City Council. A copy of the letter will be provided to the developer and the developer's engineer.
 - 4. The scope of services includes pavement, pavement subgrade, water main, storm sewer, sanitary sewer, sanitary sewer lift station, and the detention basin outlet structures.

ENGINEERING COSTS

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

- 1. The fee for construction review services under this Agreement shall be on the basis of \$76/hour of the Engineers' personnel actually engaged in the performance of the services.
- 2. The fees for construction review services shall be paid monthly based on the statement of services submitted to the City. Payment for services during construction shall be due and payable upon receipt of the statement of services.
- 3. Mileage will not be billed separately and is included in the hourly rate for construction review services.
- 4. The maximum not to exceed fee is based on the level and hours of review for each component of the subdivision as shown in Exhibit A.

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

5. The fee for general services during construction for shop drawing review, preconstruction meeting services, final review, and construction coordination shall be on the basis of the standard hourly fees of the Engineer's personnel actually engaged in the performance of the services, plus direct out of pocket expenses.
6. The fee for construction review services shall not exceed the amount of \$76 per hour multiplied by 1,300 hours as shown in Exhibit A for a total not to exceed fee of Ninety-eight Thousand Eight Hundred Dollars (\$98,800) without the consent of the City Council.
7. The fee for general services during construction shall not exceed the amount of Nine Thousand Seven Hundred Dollars (\$9,700) without the consent of the City Council.

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

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

VEENSTRA & KIMM, INC.



Forrest S. Aldrich

0-03
Attachment

Accepted this _____ day of _____, 2020.

CITY OF HUXLEY, IOWA

ATTEST:

By _____
Mayor

By _____
City Clerk

Exhibit A – Estimated Full Time Review

<u>Description</u>	<u>Approximate Level of Review</u>	<u>Hours</u>
Water Main	Full Time	120
Storm Sewer	Full Time	230
Sanitary Sewer	Full Time	80
Lift Station	Full Time	80
Sanitary Sewer and Storm Sewer Services	Full Time	160
Testing	Full Time	50
Storm and Sanitary Sewer Video Review	Full Time	20
Pavement Subgrade and Earthwork	Full Time	230
Pavement	Full Time	200
Surface Restoration	Full Time	80
Clean-up/Punch List	Full Time	<u>50</u>
Total		1,300 Hours

COUNCIL COMMUNICATION

AGENDA HEADING:

Approving Partial Payment Estimate for the North Lift Station Federal Emergency Management Agency (FEMA) Project

SYNOPSIS:

Veenstra & Kimm, Inc (Forrest Aldrich, P.E. 3000 Westown Parkway West Des Moines, Iowa 50266) has submitted pay application No.1 from J & K Contracting (10703 Justin Dr Urbandale, IA 50322) for work completed between December 1, 2019 and December 27, 2019 on the North Lift Station Flood Control and Mitigation project.

Additional information is below and in the attachment.

FISCAL IMPACT:

Amount: \$93,480.85

Funding Source: City of Huxley: Org and Fund code to be provided

ADDITIONAL INFORMATION:

- Work in this pay request is primarily clearing, grubbing and storm sewer
- Work on the project is approximately 34% complete

PREVIOUS COUNCIL ACTION(S):

- November 8, 2019-Council approval of Plans, Specifications and Form of Contract
- November 8, 2019-Award of Contract for the project

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

- Continued work on the project
- Inspection and presentation of the public improvements for Council action and acceptance

For more information on this and other agenda items, please call the City Clerk's Office at 515-597-2561 or visit the Clerk's Office, City Administration Building at 515 N. Main Ave. Council agendas are available to the public at the City Clerk's Office on Friday afternoon preceding Monday's Council meeting. Citizens can also request to receive meeting notices and agendas by email by calling the Clerk's Office or sending their request via email.

RESOLUTION NO. 20-004

RESOLUTION

WHEREAS, the City of Huxley approved a contract with J & K Contracting on November 8, 2019 to conduct the North Lift Station Flood Control and Mitigation Project in Huxley and;

WHEREAS, Veenstra and Kimm, Inc. have presented the first payment application from the contractor in the amount of \$93,480.85 and;

WHEREAS, the application has been reviewed and found to be appropriate and reasonable for work completed between December 1 and December 27, 2019.

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

Payment application No.2 is hereby approved.

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

PASSED, ADOPTED AND APPROVED this 14th day of January 2020.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 20-004** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 14th day of January 2020.

Kevin Deaton, 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)

January 6, 2020

Rita Conner
City Administrator
City of Huxley
515 N. Main Avenue
Huxley, Iowa 50124

HUXLEY, IOWA
NORTH PUMP STATION FLOOD CONTROL & MITIGATION PROJECT
PARTIAL PAY ESTIMATE NO. 1

Enclosed are three copies of Partial Pay Estimate No. 1 for work on the North Pump Station Flood Control & Mitigation Project, under the contract between the City of Huxley and J&K Contracting, LLC dated November 8, 2019. The partial pay estimate is for the period December 1, 2019 to December 27, 2019.

Partial Pay Estimate No. 1 is primarily for clearing & grubbing and storm sewer work done to date. We have checked the estimate and recommend payment to J&K Contracting, LLC in the total amount of \$93,480.85.

Please sign all copies of Partial Pay Estimate No. 1 in the space provided and return one signed copy of the partial pay estimate to our office. Please return one signed copy of Partial Pay Estimate No. 1 to J&K Contracting, LLC with payment. The third copy should be kept for your files.

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

VEENSTRA & KIMM, INC.

Jeremy B. Enano

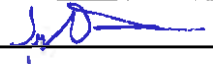
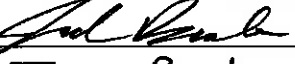
JBE:jbe
45247

Enclosures

cc: Jared Bouska, J&K Contracting, LLC



[illegible]

SUMMARY			
		Original Contract	Total Completed
Bid Item Subtotal		\$287,800.00	\$98,400.90
APPROVED CHANGE ORDERS			
Change Order No.	Description/Notes	Total Approved	Total Completed
1		\$0.00	\$0.00
2		\$0.00	\$0.00
3		\$0.00	\$0.00
4		\$0.00	\$0.00
5		\$0.00	\$0.00
6		\$0.00	\$0.00
7		\$0.00	\$0.00
8		\$0.00	\$0.00
9		\$0.00	\$0.00
10		\$0.00	\$0.00
Total Change Orders		\$0.00	\$0.00
		Total Approved	Total Completed
Revised Contract Price		\$287,800.00	\$98,400.90
			Total Completed
Total Materials Stored			\$0.00
Total Completed Plus Materials Stored			\$98,400.90
Retainage (5%)			\$4,920.05
Total Earned Less Retainage			\$93,480.85
APPROVED PARTIAL PAYMENTS			
Partial Payment No.	Period	Total Approved	
1		\$0.00	
2		\$0.00	
3		\$0.00	
4		\$0.00	
5		\$0.00	
6		\$0.00	
7		\$0.00	
8		\$0.00	
9		\$0.00	
10		\$0.00	
Total Previously Approved			\$0.00
Amount Due This Request			\$93,480.85
Note: The amount \$93,480.85 is recommended for approval for payment in accordance with the terms of the Contract.			
CONTRACT SUMMARY			
ORIGINAL CONTRACT AMOUNT		\$287,800.00	
TOTAL CONTRACT AMOUNT PLUS CHANGE ORDERS		\$287,800.00	
THIS PARTIAL PAYMENT		\$93,480.85	
TOTAL PARTIAL PAYMENTS INCL THIS PAYMENT		\$93,480.85	
BALANCE		\$194,319.15	
PERCENT COMPLETE		34.2%	
Recommended By: Veenstra & Kimm, Inc.		Contractor: J&K Contracting, LLC	
Approved: City of Huxley			
Signature		Signature	
Name	Jeremy Enono	Name	Jared Bouska
Title	Project Manager	Title	Project Manager
Date	January 6, 2020	Date	1/6/2020



PROJECT TITLE: *North Pump Station Flood Control & Mitigation Project*

Date: 1/6/2020


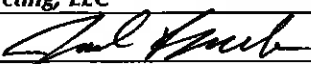
\$287,800.00

Pay Period: December 1, 2019 to December 27, 2019

BID ITEMS

[illegible]

[illegible]

SUMMARY			
		Original Contract	Total Completed
Bid Item Subtotal		\$287,800.00	\$98,400.90
APPROVED CHANGE ORDERS			
Change Order No.	Description/Notes	Total Approved	Total Completed
1		\$0.00	\$0.00
2		\$0.00	\$0.00
3		\$0.00	\$0.00
4		\$0.00	\$0.00
5		\$0.00	\$0.00
6		\$0.00	\$0.00
7		\$0.00	\$0.00
8		\$0.00	\$0.00
9		\$0.00	\$0.00
10		\$0.00	\$0.00
Total Change Orders		\$0.00	\$0.00
		Total Approved	Total Completed
Revised Contract Price		\$287,800.00	\$98,400.90
			Total Completed
Total Materials Stored			\$0.00
Total Completed Plus Materials Stored			\$98,400.90
Retainage (5%)			\$4,920.05
Total Earned Less Retainage			\$93,480.85
APPROVED PARTIAL PAYMENTS			
Partial Payment No.	Period	Total Approved	
1		\$0.00	
2		\$0.00	
3		\$0.00	
4		\$0.00	
5		\$0.00	
6		\$0.00	
7		\$0.00	
8		\$0.00	
9		\$0.00	
10		\$0.00	
Total Previously Approved			\$0.00
Amount Due This Request			\$93,480.85
Note: The amount \$93,480.85 is recommended for approval for payment in accordance with the terms of the Contract.			
		CONTRACT SUMMARY	
		ORIGINAL CONTRACT AMOUNT	\$287,800.00
		TOTAL CONTRACT AMOUNT PLUS CHANGE ORDERS	\$287,800.00
		THIS PARTIAL PAYMENT	\$93,480.85
		TOTAL PARTIAL PAYMENTS INCL THIS PAYMENT	\$93,480.85
		BALANCE	\$194,319.15
		PERCENT COMPLETE	34.2%
Recommended By: Veenstra & Kimm, Inc.		Contractor: J&K Contracting, LLC	
Approved: City of Huxley			
Signature		Signature	
Name	Jeremy Enano	Name	Jared Bouska
Title	Project Manager	Title	Project Manager
Date	January 6, 2020	Date	1/6/2020



PROJECT TITLE: *North Pump Station Flood Control & Mitigation Project*

Date: 1/6/2020



\$287,800.00

Pay Period: December 1, 2019 to December 27, 2019

ITEM NO.	DESCRIPTION	UNIT	QUANTITY			UNIT PRICE	VALUE COMPLETED TO DATE
			ESTIMATED (ORIG. CONT.)	AUTHORIZED (INCL. C.O.'S)	COMPLETED TO DATE		
1	Mobilization	LS	1.00	1.00	0.50	\$ 7,521.80	\$ 3,760.90
2	Clearing & Grubbing	LS	1.00	1.00	1.00	\$ 17,650.00	\$ 17,650.00
3	Earthwork	LS	1.00	1.00	0.00	\$ 24,400.00	\$ -
4	Pipe Culvert, Trenched, RCP, 54"	LF	32.00	32.00	32.00	\$ 225.00	\$ 7,200.00
5	Pipe Culvert, Trenched, RCP, 60"	LF	62.00	62.00	56.00	\$ 264.00	\$ 14,784.00
6	Pipe Apron, RCP, 60"	EA	1.00	1.00	1.00	\$ 7,000.00	\$ 7,000.00
7	Storm Sewer, Trenched 24", RCP	LF	30.00	30.00	24.00	\$ 94.00	\$ 2,256.00
8	Storm Sewer, Trenched 36", RCP	LF	48.00	48.00	48.00	\$ 125.00	\$ 6,000.00
9	Subdrain, 8" and less	LF	430.00	430.00	0.00	\$ 48.00	\$ -
10	Storm Manhole, Type SW-403	EA	1.00	1.00	1.00	\$ 17,000.00	\$ 17,000.00
11	Area Intake, Type SW-512	EA	1.00	1.00	1.00	\$ 3,850.00	\$ 3,850.00
12	Area Intake, Type SW-513	EA	1.00	1.00	1.00	\$ 11,500.00	\$ 11,500.00
13	Driveway, PCC, 7"	SY	452	452	0.00	\$ 110.00	\$ -
14	Driveway Curb, PCC	LF	210.00	210.00	0.00	\$ 17.40	\$ -
15	Sidewalk, PCC, 5"	SY	47.00	47.00	0.00	\$ 118.00	\$ -
16	Pavement Removal	SY	223.00	223.00	0.00	\$ 17.40	\$ -
17	Structural Concrete	LS	1.00	1.00	0.00	\$ 7,000.00	\$ -
18	Rip Rap, Class E Revetment	TON	85.00	85.00	0.00	\$ 82.00	\$ -
19	Rip Rap, Class E Revetment, Soil-Chocked	TON	100.00	100.00	0.00	\$ 140.00	\$ -
20	Erosion Stone	TON	300.00	300.00	0.00	\$ 73.00	\$ -
21	Seeding	AC	1.00	1.00	0.00	\$ 2,800.00	\$ -
22	SWPPP Preparation and Management	LS	1.00	1.00	0.25	\$ 10,400.00	\$ 2,600.00
23	Removal and Reinstallation of Existing Security Fence	LF	270.00	270.00	0.00	\$ 34.00	\$ -
24	Gates, Security Chain Link Fence	EA	2.00	2.00	0.00	\$ 950.00	\$ -
25	Miscellaneous Removals	LS	1.00	1.00	1.00	\$ 4,800.00	\$ 4,800.00
26	Turf Reinforcement Mat	SQ	30.00	30.00	0.00	\$ 70.00	\$ -
27	Temporary RECP, Type 3.B	SY	800.00	800.00	0.00	\$ 2.50	\$ -

\$98,400.90

[illegible]

SUMMARY			
		Original Contract	Total Completed
Bid Item Subtotal		\$287,800.00	\$98,400.90
APPROVED CHANGE ORDERS			
Change Order No.	Description/Notes	Total Approved	Total Completed
1		\$0.00	\$0.00
2		\$0.00	\$0.00
3		\$0.00	\$0.00
4		\$0.00	\$0.00
5		\$0.00	\$0.00
6		\$0.00	\$0.00
7		\$0.00	\$0.00
8		\$0.00	\$0.00
9		\$0.00	\$0.00
10		\$0.00	\$0.00
Total Change Orders		\$0.00	\$0.00
		Total Approved	Total Completed
Revised Contract Price		\$287,800.00	\$98,400.90
			Total Completed
Total Materials Stored			\$0.00
Total Completed Plus Materials Stored			\$98,400.90
Retainage (5%)			\$4,920.05
Total Earned Less Retainage			\$93,480.85
APPROVED PARTIAL PAYMENTS			
Partial Payment No.	Period	Total Approved	
1		\$0.00	
2		\$0.00	
3		\$0.00	
4		\$0.00	
5		\$0.00	
6		\$0.00	
7		\$0.00	
8		\$0.00	
9		\$0.00	
10		\$0.00	
Total Previously Approved			\$0.00
Amount Due This Request			\$93,480.85
Note: The amount \$93,480.85 is recommended for approval for payment in accordance with the terms of the Contract.			
		CONTRACT SUMMARY	
		ORIGINAL CONTRACT AMOUNT	\$287,800.00
		TOTAL CONTRACT AMOUNT PLUS CHANGE ORDERS	\$287,800.00
		THIS PARTIAL PAYMENT	\$93,480.85
		TOTAL PARTIAL PAYMENTS INCL THIS PAYMENT	\$93,480.85
		BALANCE	\$194,319.15
		PERCENT COMPLETE	34.2%
Recommended By: Veenstra & Kimm, Inc.		Contractor: J&K Contracting, LLC	
Approved: City of Huxley			
Signature		Signature	
Name	Jeremy Enano	Name	Jared Bouska
Title	Project Manager	Title	Project Manager
Date	January 6, 2020	Date	1/6/2020

COUNCIL COMMUNICATION

AGENDA HEADING:

Approving Partial Payment Estimate for the I-35 and Highway 210 Sanitary Sewer and Water Extension to Kum & Go

SYNOPSIS:

Veenstra & Kim, Inc (Forrest Aldrich, P.E. 3000 Westown Parkway West Des Moines, Iowa 50266) has submitted pay application No.2 from Graff Excavating (803 East State Street Toledo, Iowa 52342) for work completed between December 3, 2019 and December 31, 2019 on extending sanitary sewer and water to the new Kum & Go store at I-35 and Highway 210.

Additional information is below and in the attachment.

FISCAL IMPACT:

Amount: \$195,694.06

Funding Source: City of Huxley: Org and Fund code to be provided

ADDITIONAL INFORMATION:

- Total project contract \$1,002,136
- Sanitary sewer is complete from Interstate 35 to Kum & Go including under Interstate 35 and under Hwy 210.
- Water main completed under Highway 210.

PREVIOUS COUNCIL ACTION(S):

- October 22, 2019-Council approval of Plans, Specifications and Form of Contract
- October 22, 2019-Award of Contract for the project

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

- Continued work on the project
- Inspection and presentation of the public improvements for Council action and acceptance

For more information on this and other agenda items, please call the City Clerk's Office at 515-597-2561 or visit the Clerk's Office, City Administration Building at 515 N. Main Ave. Council agendas are available to the public at the City Clerk's Office on Friday afternoon preceding Monday's Council meeting. Citizens can also request to receive meeting notices and agendas by email by calling the Clerk's Office or sending their request via email.

RESOLUTION NO. 20-005

RESOLUTION

WHEREAS, the City of Huxley approved a contract with Graff Excavating on October 22, 2019 to conduct a sanitary sewer and water main extension project to a future convenience store site under development at Interstate 35 and Highway 210 in Huxley and;

WHEREAS, Veenstra and Kimm, Inc. have presented the second payment application from the contractor in the amount of \$195,694.06 from the contract totaling \$ 1,002,136 and;

WHEREAS, the application has been reviewed and found to be appropriate and reasonable for work completed between December 3 and December 31, 2019.

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

Payment application No.2 is hereby approved.

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

PASSED, ADOPTED AND APPROVED this 14th day of January 2020.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 20-005** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 14th day of January 2020.

Kevin Deaton, Mayor

ATTEST:

Jolene Lettow, City Cle



VEENSTRA & KIMM, INC.

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

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

January 8, 2020

Rita Conner
City Administrator
City of Huxley
515 N. Main Avenue
Huxley, Iowa 50124

**HUXLEY, IOWA
INTERSTATE 35 AND HIGHWAY 210 WATER AND SEWER EXTENSION
PARTIAL PAY ESTIMATE NO. 2**

Enclosed are three copies of Partial Pay Estimate No. 2 for work on the Interstate 35 and Highway 210 Water and Sewer Extension project, under the contract between the City of Huxley and Graff Excavating, Inc. dated October 21, 2019. The partial pay estimate is for the period December 3, 2019 to December 31, 2019.

Partial Pay Estimate No. 2 is for sanitary sewer work done to date. We have checked the estimate and recommend payment to Graff Excavating, Inc. in the total amount of \$195,694.06.

Please sign all copies of Partial Pay Estimate No. 2 in the space provided and return one signed copy of the partial pay estimate to our office. Please return one signed copy of Partial Pay Estimate No. 2 to Graff Excavating, Inc. with payment. The third copy should be kept for your files.

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

VEENSTRA & KIMM, INC.

Forrest S. Aldrich

FSA:dml
45252

Enclosures

cc: Mike Graff, Graff Excavating, Inc.



VEENSTRA & KIMM, INC.

3000 Westown Parkway West Des Moines, Iowa 50266-1320
515-225-8000 515-225-7888(FAX) 800-241-8000(WATS)

Date: January 8, 2020

PAY ESTIMATE NO. 2

Project Title	Interstate 35 and Highway 210 Water and Sewer Extension Huxley, Iowa		Contractor	Graff Excavating, Inc. 803 East State Street Toledo, Iowa 52342	
Original Contract Amount & Date	\$1,002,136.75	October 21, 2019	Pay Period	December 3, 2019 to December 31, 2019	

BID ITEMS

	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Complete	Value Completed
1.1	Mobilization	LS	1	\$ 35,000.00	\$ 35,000.00	100%	\$ 35,000.00
1.2	Traffic Control	LS	1	\$ 5,000.00	\$ 5,000.00	0	\$ -
1.3	Trench Compaction Testing	LS	1	\$ 7,500.00	\$ 7,500.00	40%	\$ 3,000.00
1.4	Stabilizing Material	Tons	250	\$ 5.00	\$ 1,250.00	0	\$ -
1.5	Sanitary Sewer Gravity Main, 12", Trenched	LF	4,425	\$ 72.75	\$ 321,918.75	3,263	\$ 237,383.25
1.6	Sanitary Sewer Gravity Main w/Casing Pipe, 12", Trenchless	LF	485	\$ 355.00	\$ 172,175.00	485	\$ 172,175.00
1.7	Sanitary Sewer Connection to Existing Manhole	EA	1	\$ 9,000.00	\$ 9,000.00	0	\$ -
1.8	Sanitary Sewer Manhole, Standard, Type SW-301, 48" Dia.	EA	10	\$ 4,000.00	\$ 40,000.00	8	\$ 32,000.00
1.9	Sanitary Sewer Manhole, Shallow, 48" Dia.	EA	4	\$ 3,000.00	\$ 12,000.00	3	\$ 9,000.00
1.10	Water Main Trenched, 12" Dia.	LF	3,212	\$ 34.00	\$ 109,208.00	0	\$ -
1.11	Water Main with Casing Pipe, 12", Trenchless	LF	485	\$ 375.00	\$ 181,875.00	0	\$ -
1.12	Water Main Fittings						
	1.12.1 Bend, 90°, 12"	EA	3	\$ 550.00	\$ 1,650.00	0	\$ -
	1.12.2 Bend, 45°, 12"	EA	1	\$ 525.00	\$ 525.00	0	\$ -
	1.12.3 Bend, 22-1/2°, 12"	EA	1	\$ 500.00	\$ 500.00	0	\$ -
	1.12.4 Bend, 11-1/4°, 12"	EA	1	\$ 500.00	\$ 500.00	0	\$ -
1.13	Tapping Valve Assembly	EA	1	\$ 12,000.00	\$ 12,000.00	0	\$ -
1.14	Gate Valve, 12"	EA	3	\$ 2,200.00	\$ 6,600.00	0	\$ -
1.15	Fire Hydrant Assembly	EA	2	\$ 4,250.00	\$ 8,500.00	0	\$ -
1.16	Meter Manhole	EA	1	\$ 55,000.00	\$ 55,000.00	0	\$ -
1.17	Existing Tiles, Repair and Replacement, 4" to 6"	LF	600	\$ 5.00	\$ 3,000.00	640	\$ 3,200.00
1.18	Seeding, Fertilizing and Mulching, Type 1	AC	0.5	\$ 4,725.00	\$ 2,362.50	0	\$ -
1.19	Seeding, Fertilizing and Mulching, Type 2	AC	1.5	\$ 3,675.00	\$ 5,512.50	0	\$ -
1.20	Stormwater Pollution Prevention Plan (SWPPP) Preparation	LS	1	\$ 1,600.00	\$ 1,600.00	30%	\$ 480.00
1.21	Stormwater Pollution Prevention Plan (SWPPP) Management	LS	1	\$ 4,200.00	\$ 4,200.00	30%	\$ 1,260.00

BID ITEMS

	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Complete	Value Completed
1.22	Silt Fence, Install and Removal	LF	200	\$ 3.20	\$ 640.00	0	\$ -
1.23	Erosion Control Mulching, Conventional	AC	2	\$ 1,350.00	\$ 2,700.00	0	\$ -
1.24	Stabilized Construction Entrance	SY	120	\$ 16.00	\$ 1,920.00	100	\$ 1,600.00
	TOTAL CONTRACT				\$ 1,002,136.75		\$ 495,098.25

MATERIALS STORED SUMMARY

	Description	Number of Units	Unit Price	Extended Cost
	None			\$0.00
TOTAL MATERIALS STORED				\$0.00

SUMMARY				
			Contract Price	Value Completed
Original Contract Price		\$1,002,136.75	\$	495,098.25
Approved Change Orders (list each)	No. 1	\$ 1,525.00	\$	1,525.00
TOTAL ALL CHANGE ORDERS		1,525.00		1,525.00
Revised Contract Price		\$ 1,003,661.75	\$	496,623.25
Materials Stored				0.00
Value of Completed Work and Materials Stored			\$	496,623.25
Less Retained Percentage (5%)			\$	24,831.16
Net Amount Due This Estimate			\$	471,792.09
Less Estimate(s) Previously Approved	No. 1	\$ 276,098.03		
	No. 2			
	No. 3			
	No. 4			
	No. 5			
	No. 6			
	No. 7			
	No. 8			
	No. 9			
	No. 10			
	No. 11			
	No. 12			
Less Total Pay Estimates Previously Approved			\$	276,098.03
			Amount Due This Estimate	\$ 195,694.06

The amount \$ 195,694.06 is recommended for approval for payment in accordance with the terms of the contract.

Quantities Complete Submitted By:	Recommended By:	Approved By:
Graff Excavating, Inc.	Veenstra & Kimm, Inc.	City of Huxley, Iowa
Signature: <i>William Graff</i>	Signature: <i>Tim Veenstra</i>	Signature:
Name: <i>William Graff</i>	Name: <i>Tim Veenstra</i>	Name:
Title: <i>Secretary</i>	Title: Project Manager	Title:
Date: <i>1.9.20</i>	Date: <i>11/9/2020</i>	Date:

CONSENT

Boards and Commissions

Mayor Appointment of Council Committees

Mayor Pro Tem

Dave Kuhn

Economic Development

Greg Mulder

Tracey Roberts

Budget

Rick Peterson

Nathan Easter

Personnel

Rick Peterson

Dave Kuhn



420 Watson Powell Jr. Parkway, Suite 200
Des Moines, Iowa 50309
Phone: 515.334.0075
www.cirtpa.org

December 10, 2019

Mayor Craig Henry
City of Huxley
515 N Main Ave
Huxley, IA 50124

RE: Calendar Year 2020 CIRTPA Representation

Dear Mayor Henry,

The Central Iowa Regional Transportation Planning Alliance (CIRTPA) annually requests its member governments to appoint or to reappoint, by City Council action, persons to represent that member government on the CIRTPA Transportation Policy Committee (TPC) and on the CIRTPA Transportation Technical Committee (TTC).

The City of Huxley, through the Amended and Substituted Agreement Establishing the Central Iowa Regional Transportation Planning Alliance under Chapter 28E, Code of Iowa (28E Agreement) is entitled to one primary representative and to one alternate representative to both the CIRTPA TPC and to the CIRTPA TTC. The City of Huxley's current representation is:

CIRTPA TPC Primary Representative
CIRTPA TPC Alternate Representative
CIRTPA TTC Primary Representative
CIRTPA TTC Alternate Representative

JohnHaldeman
JeffPeterson
JohnHaldeman
JeffPeterson

pc
pc

There should be a strong link between the City of Huxley City Council and its CIRTPA representatives to enhance communication among our member governments through the CIRTPA process. The CIRTPA, in accordance with Title VI of the Civil Rights Act of 1964, urges our member governments to consider minority individuals when making these appointments.

This correspondence is to request the City of Huxley submit the names and contact information of each of the two newly appointed or reappointed representatives to the CIRTPA TPC and the two representatives to the CIRTPA TTC on the enclosed forms. **These forms are due to the CIRTPA on or before January 15, 2020.**

Thank you for your assistance. If you have any questions regarding this request, please contact Tracey Deckard by telephone at (515) 334-0075 or by e-mail at tdeckard@dmampo.org.

Respectfully yours,

R. Todd Ashby
Program Coordinator

Boone County • Dallas County • Jasper County • Madison County
Marion County • Polk County • Story County • Warren County
Adel • Boone • Huxley • Indianola • Knoxville • Nevada
Newton • Pella • Perry • Story City • Winterset



420 Watson Powell Jr. Parkway, Suite 200
Des Moines, Iowa 50309
Phone: 515.334.0075
www.cirtpa.org

2020 Representative Information

(Please fill in all information to guarantee contact information is up-to-date in our records)

CIRTPA Policy Committee - Primary

Name: Rita Conner
Title: City Administrator
Jurisdiction/Agency: City of Huxley
Address: 515 N. Main Ave
City, State, Zip (9 digits, if available): Huxley, IA 50124
Work (515) 597-2561 Cell (515) 988-2174
E-Mail: rconner@huxleyia.org

If and additional staff person should receive copies of emails for the representative, please provide the following:

Name: Julene Lettow
Title: City Clerk/Finance Officer
E-Mail: jlettow@Huxleyia.org

RETURN TO:

Tracey Deckard, Office Manager
CIRTPA
420 Watson Powell Jr., Way | Suite 200
Des Moines, Iowa 50309
Phone: (515) 334-0075
tdeckard@dmampo.org

Boone County • Dallas County • Jasper County • Madison County
Marion County • Polk County • Story County • Warren County
Adel • Boone • Huxley • Indianola • Knoxville • Nevada
Newton • Pella • Perry • Story City • Winterset



420 Watson Powell Jr. Parkway, Suite 200
Des Moines, Iowa 50309
Phone: 515.334.0075
www.cirtpa.org

2020 Representative Information

(Please fill in all information to guarantee contact information is up-to-date in our records)

CIRTPA Policy Committee - Alternate

Name: Jeff Petersen
Title: Public Works Director
Jurisdiction/Agency: City of Huxley
Address: 515 N. Main Ave
City, State, Zip (9 digits, if available): Huxley, IA 50124
Work (515) _____ Cell () _____
E-Mail _____

If and additional staff person should receive copies of emails for the representative, please provide the following:

Name: _____
Title: _____
E-Mail _____

RETURN TO:

Tracey Deckard, Office Manager
CIRTPA
420 Watson Powell Jr., Way | Suite 200
Des Moines, Iowa 50309
Phone: (515) 334-0075
tdeckard@dmampo.org

Boone County • Dallas County • Jasper County • Madison County
Marion County • Polk County • Story County • Warren County
Adel • Boone • Huxley • Indianola • Knoxville • Nevada
Newton • Pella • Perry • Story City • Winterset



420 Watson Powell Jr. Parkway, Suite 200
Des Moines, Iowa 50309
Phone: 515.334.0075
www.cirtpa.org

2020 Representative Information

(Please fill in all information to guarantee contact information is up-to-date in our records)

CIRTPA

Transportation Technical Committee (TTC)- Primary

Name: Jeff Peterson
Title: Public Works Director
Jurisdiction/Agency: City of Huxley
Address: 515 N. Main Ave
City, State, Zip (9 digits, if available): Huxley IA 50124
Work () _____ Cell () _____
E-Mail _____

If and additional staff person should receive copies of emails for the representative, please provide the following:

Name: _____
Title: _____
E-Mail _____

RETURN TO:

Tracey Deckard, Office Manager
CIRTPA
420 Watson Powell Jr., Way | Suite 200
Des Moines, Iowa 50309
Phone: (515) 334-0075
tdeckard@dmampo.org

Boone County • Dallas County • Jasper County • Madison County
Marion County • Polk County • Story County • Warren County
Adel • Boone • Huxley • Indianola • Knoxville • Nevada
Newton • Pella • Perry • Story City • Winterset



420 Watson Powell Jr. Parkway, Suite 200
Des Moines, Iowa 50309
Phone: 515.334.0075
www.cirtpa.org

2020 Representative Information

(Please fill in all information to guarantee contact information is up-to-date in our records)

CIRTPA

Transportation Technical Committee (TTC)- Alternative

Name: Rita Conner
Title: City Administrator
Jurisdiction/Agency: City of Huxley
Address: 515 N. Main Ave
City, State, Zip (9 digits, if available): Huxley IA 50124
Work () 597-2561 Cell () 988 2174
E-Mail: rconner@huxleyia.org

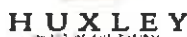
If and additional staff person should receive copies of emails for the representative, please provide the following:

Name: _____
Title: _____
E-Mail: _____

RETURN TO:

Tracey Deckard, Office Manager
CIRTPA
420 Watson Powell Jr., Way | Suite 200
Des Moines, Iowa 50309
Phone: (515) 334-0075
tdeckard@dmampo.org

Boone County • Dallas County • Jasper County • Madison County
Marion County • Polk County • Story County • Warren County
Adel • Boone • Huxley • Indianola • Knoxville • Nevada
Newton • Pella • Perry • Story City • Winterset



APPLICATION FOR APPOINTMENT TO BOARDS & COMMISSIONS

How long have you resided in Huxley? 2 years

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

Currently on Parks Board

Previously - Secretary @ CMU, Iowa - 2nd VP, Bazaar Chair, & Treasurer @ FHSC - Family Readiness Leader @ IOB ESC

Please indicate below the reasons why you would like to be appointed to a Board or

Commission and any specific skills or experience that you believe support your application:

I'd like to continue serving on this board. I enjoy being involved in our local government & giving back to my community.

Please list two references other than a family member:

Name: Courtney Fox Relationship: Friend/Previous Co-Worker Phone: 745-2444

Name: Chelsea Twissbridge Relationship: Co-Worker Phone: 290-1450

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

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

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

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

City of Huxley
515 N. Main Ave.
Huxley, IA 50124

Mayor Approval: _____

Council Approval Date: _____

Term Start Date: _____ Expiration Date: _____

CONSENT

General Business

Huxley City Council Minutes

Tuesday, December 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 Craig Henry called the meeting to order at 6:03 pm.

COUNCIL MEMBERS PRESENT: Roberts, Peterson, Kuhn, Mulder; via conference call - Jensen

CITY STAFF PRESENT: John Haldeman-City Administrator, Jolene Lettow – City Clerk, Cathy Van Maanen – Library Director, Heather Denger – Parks and Rec Director, Todd Moomaw – Fire Chief, Gerry Stoll – Police Chief, Jeff Peterson – Public Works Director

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

PRESENTATIONS: Roger Wheeler, Century 21 realtor, informed council that the closing date for the sale of property in the North Prairie View Development is planned for second week in January.

Councilman Peterson expressed his concern with ambulance budget and payroll close to reaching yearly total. Councilman Kuhn also expressed concern with department's payroll going over budget. Kevin Deaton, Asst. Fire Chief, stated that funds could be pulled from other line items to cover payroll.

CONSENT AGENDA:

MOTION-Peterson, Second - Mulder to approve agenda items listed below: Councilman Jensen asked that Payment of Bills be voted on separately.

- Approve November 26, 2019 Council Meeting minutes
- Approve Sanitation Haulers Permit
- Approve Appointment of Zach Farrell to Fire and Rescue Department
- Approve Resolution No. 19-172 for Pay Estimate #1 for Kum N Go Water and Sewer Extension Project
- Approve Resolution NO. 19-173 on Change Order #1 for Kum N Go Water and Sewer Extension Project
- Approve Resolution No. 19-174 for Pay Estimate #2 for the Main Avenue Underground Repairs Project
- Approve Resolution No. 19-175 to Set Date for Public Hearing for Sale of Property to Bud Seemann
- Approve Resolution No. 19-176 for FEMA Matching Grant Funds
- Approve Resolution No. 19-177 to Authorize City of Huxley to Submit an Application for a Federal Surface Transportation Grant (STBG) from Central Iowa Regional Transportation Planning Alliance (CIRPTA)

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

Motion – Kuhn, Second – Peterson to Approve Payment of Bills. Roll Call: Mulder, Kuhn, Peterson voted yes; Jensen abstained. Motion carried.

Claims:

AFLAC	AFLAC	4.00
ALLIANT ENERGY	GAS AND ELECTRIC	10,827.80
BLOOMFIELD ACRES, LLC	BUILDING PERMIT DEP. REFUNDS	75,000.00
BOUND TREE MEDICAL	MEDICAL SUPPLIES	141.65
CALEB AKIN	HANG GATES FOR DUMPSTER	400.00
CAPITAL SANITARY SUPPLY CO	GARBAGE BAGS & URINAL SCREENS	288.60
CENTER FOR CREATIVE JUSTICE	DONATION	100.00
CENTRAL STATES BANK & ROGE	CENTRAL STATES BANK & ROGER WH	13,796.90
CHITTY GARBAGE SERVICE INC	TRASH PICKUP- FD	21.40
COMPUTER RESOURCE SPECIALI	WIFI TROUBLESHOOT	460.00
DAVID WILCOX	BOOT CAMP INSTRUCTOR	471.27
DELTA DENTAL PLAN OF IOWA	DENTAL INSURANCE	1,451.52
DICKSON & LUANN JENSEN	DICKSON & LUANN JENSEN	179,356.45
EBS	MEDICAL INSURANCE	16,539.24
EDWARD JONES	IRA	250.00
ERIN LUENSE	YOGA INSTRUCTOR	207.70

FAREWAY STORES, INC.
 FIDELITY SECURITY LIFE
 GATEHOUSE-DB IOWA HOLDINGS
 HALLETT MATERIALS
 HAWKINS, INC.
 HUXLEY COMMUNICATIONS COOP
 INTEGRATED PRINT SOLUTIONS
 INTERNAL REVENUE SERVICE
 IOWA IRRIGATION
 IOWA PRISON INDUSTRIES
 IPERS
 J.A. KING
 KEMPKER'S TRUE VALUE AND R
 LINCOLN FINANCIAL GROUP
 MASS MUTUAL RETIREMENT SER
 MEADOW LANE INVESTMENTS, L
 MENARDS - AMES
 MIDWEST BREATHING AIR SYST
 MISCELLANEOUS VENDOR
 MOSQUITO CONTROL OF IOWA
 MR. STORAGE, LLC
 NAGLE SIGNS, INC.
 NICKOLAY CONSULTING, LLC
 ON TRACK CONSTRUCTION
 OTIS ELEVATOR COMPANY
 OKEN TECHNOLOGY
 PCC AN AMBULANCE BILLING S
 SAFE BUILDING COMPLIANCE &
 SOUTH STORY BANK & TRUST
 STAPLES BUSINESS CREDIT
 STORY COUNTY AUDITOR
 STORY COUNTY EXTENSION
 TASC
 TREASURER, STATE OF IOWA
 URBAN TACTICAL ARMS
 VEENSTRA & KIMM, INC.
 VISIONBANK
 ZIEGLER INC

FAREWAY STORES, INC.	1,812.91
VISION INS	307.35
LEGAL PUBLICATIONS	468.26
ICE CONTROL SAND	203.45
WATER TREATMENT CHEMICALS	2,229.90
PHONE, CABLE, INTERNET	1,414.99
STAFF SHIRTS	333.00
FED WITHHOLDING TAX	12,823.21
IOWA IRRIGATION	1,321.28
WATER PUMP, BELTS, ANTIFREEZE	0.00
IPERS	17,235.36
SCALE CALIBRATION	120.00
SEE ATTACHED	603.72
DISABILITY INSURANCE	1,199.57
DEFERRED COMPENSATION	200.00
MEADOW LANE INVESTMENTS, LLC	18,283.48
WINDOW, GARAGE OPENER, MOLDING	916.15
QUARTERLY AIR TEST	178.75
KADING PROPERTIES :US REFUND	368.38
2019 MOSQUITO CONTROL	11,535.00
MR. STORAGE, LLC	0.00
ADDRESS NUMBERS FOR NORD KALSE	181.55
MONTHLY IT SUPPORT	210.00
MAIN AVE. STORM SEWER REPAIRS	77,567.50
SERVICE 12/1/19-2/29/19	218.13
OFFICE 365 AND EXCHANGE ONLINE	236.50
OCTOBER AMBULANCE BILLING	421.45
BUILDING INSPECTIONS	6,924.49
SOUTH STORY BANK & TRUST	23,779.49
OFFICE SUPPLIES	222.40
NOV. 5TH CITY/SCHOOL ELECTION	1,315.35
TURFGRASS COURSES	70.00
FLEX BENEFIT PLANS	558.28
STATE WITHHOLDING	4,595.00
AMMO	480.00
BALLARD DR OVERLAND DRAINAGE	26,336.94
VISIONBANK	4,906.60
COUPLER AND PINS	2,594.00

	<u>Fund Expenses</u>
001 GENERAL FUND	125,750.23
002 LIBRARY	5,559.41
003 RECREATION	4,775.38
004 FIRE AND RESCUE	880.55
014 AMBULANCE	2,610.99
110 STREET	14,799.07
125 TIF	243,257.11
339 560 th AVE PAVING	7,285.00
343 KUM N GO WATER/SEWER	12,648.50
402 MAIN AVE STORM SEWER	79,588.94
600 WATER UTILITY	12,118.51
610 SEWER UTILITY	12,691.65
PAYROLL	56,025.22
GRAND TOTAL	\$577,990.56

AGENDA:

Motion – Mulder, second – Roberts on Maintenance Responsibility of Sidewalk on Parkridge (Duane Jensen). Council decided to table any action until a plan had been developed between city and property owner. 4 ayes. Motion carried

Resolution No. 19-171: Motion – Kuhn, second – Peterson to Work on Amending 28E Agreement between Ballard School and Library. Subcommittee and mayor met with school officials. Preliminary resolution is to extend contract for undetermined amount of time until final decision can be made. Discussion ongoing. Roll Call: Kuhn, Mulder, Peterson, Jensen voted yes. Motion carried.

Resolution No. 19-170: Motion – Mulder, second – Kuhn to Un-Table Resolution to Approve Contract for Professional Services for the Possible Development of a Recreational Trail Master Plan. Roll call: Kuhn, Peterson, Jensen, Mulder voted yes to un-table resolution. Motion carried.

Resolution No. 19-170: Motion – Mulder, second - Kuhn to Approve Contract to Veenstra & Kimm to Develop a Recreational Bike Trail Master Plan. Peterson commented he supports trails/bike paths but streets are a priority. Kuhn asked city engineer what the plan would include – conceptual? Funds to come out of parks budget. Roll call: Kuhn, Roberts, Peterson, Jensen, Mulder voted yes. Motion carried.

Motion – Roberts, second – Mulder to move into closed session at 6:54pm to discuss strategy with counsel in matters that presently are in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body (Code 21.5c).

Motion – Kuhn, second – Roberts to move out of closed session at 7:28pm. 5 ayes

ADJOURNMENT: Motion – Peterson, Second- Kuhn to adjourn meeting at 7:30 pm. 5 ayes, 0 nays. Motion carried.

Attest:

Craig D. Henry, Mayor

Jolene R. Lettow, City Clerk

Huxley City Council Minutes

Tuesday, January 7, 2020

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

WORK SESSION: The Huxley City Council met in a work session on the above date pursuant to rules of the council, notice posted at City Hall, posted on website and emailed to news media. Mayor Kevin Deaton called the meeting to order at 6:00 pm.

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

CITY STAFF PRESENT: Rita Conner – City Administrator, Jolene Lettow – City Clerk, Gerry Stoll – Police Chief

Mayor and Council had discussion on general topics pertaining to the future needs and plans for the city. Topics of discussion:

Stronger Communication

Restructuring of Council Agenda, Packets and Chambers

Goal Setting Sessions

Budget Process

Budget Committees

Municipal Infractions

Business Incentives

Administrator asked council to provide list of work session topics for upcoming council meetings.

ADJOURNMENT: Motion – Roberts, Second- Peterson to adjourn meeting at 7:47 pm. 5 ayes, 0 nays. Motion carried.

Attest:

Kevin Deaton, Mayor

Jolene R. Lettow, City Clerk

1-14-20 COUNCIL CLAIMS

	A	B	C
1	VENDOR NAME	DESCRIPTION	GROSS AMOUNT
2	AFLAC	AFLAC	\$ 4.00
3	ALLIANT ENERGY	GAS AND ELECTRIC	\$ 11,710.02
4	AMY KAPLAN	GCMOA LUNCHEON REIMBURSEMENT	\$ 21.09
5	ANKENY SANITATION	CITY TRASH PICKUP	\$ 241.06
6	ARNOLD MOTOR SUPPLY	WATER PUMP, BELTS, ANTIFREEZE	\$ 371.71
7	B & G PRODUCTIONS	UPDATE COH PROMOTIONAL VIDEO	\$ 2,500.00
8	BOOT BARN, INC.	PUBLIC WORKS UNIFORM PARTS	\$ 557.64
9	BOUND TREE MEDICAL	MEDICAL SUPPLIES	\$ 62.79
10	BRICK GENTRY P.C.	LEGAL FEES	\$ 2,300.00
11	BROWN SUPPLY CO. INC.	PIPE AND FURN CO	\$ 66.77
12	BUD'S AUTO REPAIR INC	REPAIRS	\$ 114.78
13	CAPITAL CITY EQUIPMENT CO.	PARKING BRAKE CABLE	\$ 119.97
14	CARDMEMBER SERVICE	SEE ATTACHED	\$ 5,810.84
15	CASEYS BUSINESS MASTERCARD	GASOLINE	\$ 1,027.93
16	CENTRAL PUMP & MOTOR, LLC	LASER ALIGNMENT ON PUMP	\$ 388.85
17	CHITTY GARBAGE SERVICE INC	FD TRASH PICKUP	\$ 21.40
18	COCHRAN HTG & CLG	SERVICE ON HEATER IN WASH BAY	\$ 262.00
19	COCKERHAM CONCRETE	CITY SIDEWALK BY FIRESTATION	\$ 5,843.90
20	COMPASS MINERALS AMERICA	COARSE ROCK SALT	\$ 7,024.28
21	COMPUTER RESOURCE SPECIALI	FIX INTERNET AT WATER PLANT	\$ 120.00
22	CONSUMERS ENERGY	ELECTRIC	\$ 10,735.43
23	DELTA DENTAL PLAN OF IOWA	DENTAL INSURANCE	\$ 1,371.14
24	DEMCO	BOOK PROCESSING MATERIALS	\$ 1,403.52
25	DES MOINES STAMP MFG. CO.	NOTARY STAMP	\$ 36.40
26	DOLLAR GENERAL-REGIONS 410	OFFICE SUPPLIES	\$ 104.15
27	DORSEY & WHITNEY LLP	2018-2019 UR PLAN AMENDMENT	\$ 7,000.00
28	EBS	MEDICAL INSURANCE	\$ 16,539.24
29	ED M. FELD EQUIPMENT CO. I	BUNKER GEAR	\$ 4,242.00
30	EDWARD JONES	IRA	\$ 250.00
31	FALLER, KINCHELOE & CO, PL	AUDIT COMPLETION	\$ 6,750.00
32	FIDELITY SECURITY LIFE	VISION INS	\$ 307.35
33	GALLS, LLC- DBA CARPENTER	POLICE UNIFORM PARTS	\$ 395.73
34	GATEHOUSE-DB IOWA HOLDINGS	LEGAL PUBLICATIONS	\$ 412.03
35	GRAFF EXCAVATING, INC.	I35 & HWY 210 WATER & EXT.	\$ 276,098.03
36	HACH COMPANY	ACID & TENSETTE COUPLING	\$ 763.55
37	HALLETT MATERIALS	ICE CONTROL SAND	\$ 199.00
38	HAWKINS, INC.	WATER TREATMENT CHEMICALS	\$ 2,307.00
39	HDS WHITE CAP CONST SUPPLY	BRICK RED ADA	\$ 100.00
40	HEDRICK CONSTRUCTION	REPLACE DRAINS AT OLD WWTP	\$ 773.01
41	HOKEL MACHINE SUPPLY	OXYGEN	\$ 217.68
42	HOWE'S WELDING/METAL FAB	STEEL TO FIX '90 PLOW BRACKET	\$ 464.18
43	HUXLEY COMMUNICATIONS COOP	PHONE, CABLE, INTERNET	\$ 1,512.06
44	IMAGE TREND	ANNUAL FEE	\$ 636.54
45	INDEPENDENT SALT	TONS OF SALT	\$ 3,491.81
46	INTEGRATED PRINT SOLUTIONS	YOUTH BASKETBALL TSHIRTS	\$ 397.50

1-14-20 COUNCIL CLAIMS

	A	B	C
47	INTERNAL REVENUE SERVICE	PAYROLL TAXES	\$ 31,158.08
48	INTERSTATE BATTERIES	ECONO BATTERY	\$ 35.00
49	IOWA FIREFIGHTERS ASSOCIAT	2020 MEMBERSHIP	\$ 299.00
50	IOWA ONE CALL	EMAIL LOCATES	\$ 28.80
51	IOWA PRISON INDUSTRIES	6" BLADE BRACKETS FOR POST	\$ 279.64
52	IPERS	IPERS	\$ 26,141.18
53	JEREMY J. ARENDS	NOVEMBER TREASURER'S REPORT	\$ 80.00
54	KAYDENCE BOOCK	TOBACCO BUY ENFORCEMENT	\$ 50.00
55	KEMPKER'S TRUE VALUE AND R	SEE ATTACHED	\$ 269.11
56	KEYSTONE LABORATORIES	MONTHLY WATER SAMPLING	\$ 191.20
57	LINCOLN FINANCIAL GROUP	DISABILITY & LIFE INSURANCE	\$ 1,267.66
58	MARCO, INC.	COPIER MAINTENANCE AGREEMENT	\$ 639.04
59	MARTIN BROS	ROAD STONE	\$ 203.88
60	MARTIN MARIETTA MATERIALS	ROAD STONE	\$ 1,128.80
61	MASS MUTUAL RETIREMENT SER	DEFERRED COMPENSATION	\$ 375.00
62	MENARDS - AMES	LED BULBS	\$ 353.20
63	MID-IOWA OCCUPATIONAL TEST	RANDOM DRUG TEST	\$ 80.00
64	MID-STATES ORGANIZED CRIME	MEMBERSHIP FEES	\$ 150.00
65	MSA SAFETY SALES, LLC	OXYGEN SENSOR	\$ 556.75
66	MUNICIPAL SUPPLY	VALVES AND MARKING FLAGS	\$ 302.55
67	NEW CENTURY FS INC	DIESEL & UNLEADED FUEL	\$ 1,495.67
68	NICKOLAY CONSULTING, LLC	MONTHLY IT AND MAILJET HOSTING	\$ 1,699.00
69	ON TRACK CONSTRUCTION	MAIN AVE. STORM SEWER REPAIRS	\$ 97,783.50
70	OXEN TECHNOLOGY	MONTHLY OFFICE 365 & EXCHANGE	\$ 249.00
71	PCC AN AMBULANCE BILLING S	NOVEMBER AMBULANCE BILLING	\$ 38.28
72	POSTMASTER	BULK POSTAGE	\$ 388.11
73	PREMIER	LIBRARY COPIER MAINTENANCE	\$ 62.15
74	ROBIN DOTY	LOGO DESIGN FOR LIBRARY	\$ 400.00
75	SAFE BUILDING COMPLIANCE &	BUILDING INSPECTIONS	\$ 3,115.07
76	SLATER ANIMAL HOSPITAL	BOARDING STRAYS	\$ 1,227.92
77	SPRINGER PROFESSIONAL HOME	PEST CONTROL	\$ 42.00
78	STAPLES BUSINESS CREDIT	OFFICE SUPPLIES	\$ 395.09
79	STORY COUNTY CONSERVATION	3RD QUARTER DISPATCH FEES	\$ 6,216.00
80	STORY COUNTY FIREFIGHTERS	ASSOCIATION DUES	\$ 25.00
81	STREICHER'S	PD UNIFORM PARTS	\$ 5,080.99
82	TASC	FLEX BENEFIT PLANS	\$ 558.28
83	TASC - CLIENT INVOICES	FLEX PLAN ADMIN & RENEWAL FEES	\$ 255.64
84	TREASURER, STATE OF IOWA	STATE WITHHOLDING	\$ 7,008.00
85	TRI COUNTY TIMES	NEWSPAPER SUBSCRIPTION	\$ 46.00
86	U.S. BANK EQUIPMENT FINANC	COPIER CONTRACT	\$ 100.28
87	VEENSTRA & KIMM, INC.	ENGINEERING FEES	\$ 42,009.11
88	VERIZON WIRELESS	AMBULANCE, PW, & PD CELL PHONES	\$ 399.43
89	WINDSTREAM IOWA COMMUNICAT	DISPATCH PHONE	\$ 153.04
90	Payroll Expense		\$ 119,878.28
91	GRAND TOTAL		\$ 727,291.11
92			

1-14-20 COUNCIL CLAIMS

	A	B	C
93			
94			
95		FUND TOTALS	
96	001 GENERAL FUND	90,437.60	
97	002 LIBRARY	8,670.36	
98	003 RECREATION	8,493.31	
99	004 FIRE AND RESCUE	5,759.65	
100	014 AMBULANCE	3,338.36	
101	110 ROAD USE TAX	24,935.77	
102	125 TIF	2,500.00	
103	303 LIBRARY PROJECT FUND	1,115.00	
104	325 E. 1ST ST RECONSTRUCTION	540.9	
105	339 560TH AVENUE PAVING	17,396.00	
106	343 KUM N GO WATER & SEWER	288,741.59	
107	402 Main Ave Stormwater Sewer	97,783.50	
108	600 WATER UTILITY	29,611.75	
109	610 SEWER UTILITY	28,089.04	
110	01 PAYROLL EXPENSE	119,878.28	
111	GRAND TOTAL	727,291.11	

Cardmember Services (Visa)		
Admin	amazon prime, ca computer, forever envelopes, drop box keys, postage	\$ 2,178.35
Police	refund for conference	\$ (75.00)
Library	hobby lobby, fareway, postage, liquid web	\$ 299.88
Parks and Rec	fitness on demand, bball nets, christmas lights, program supplies, keurig & kcups, youth basketballs, oriental trading, bball nets & gym chalk, vending products, aau coach registration, aau club registration, aau team registration, volleyballs, tshirts, headbands	\$ 2,147.11
Parks	grass & wildflower mix	\$ 169.00
WW	lab certifications	\$ 400.00
Streets	stabilizer bar & cage	\$ 474.97
Water	surge protectors, water cert fees	\$ 216.53
Total		\$ 5,810.84

TRUE VALUE BREAK DOWN		
Library	multi reel	\$ 17.99
Water	motor oil, brake cleaner, drill bit	\$ 30.54
Grounds	nuts, bolts, clear bumpers, drill bit, hex key set, keys, extension cords, adapter, ties,	\$ 112.62
Streets	dish soap, car freshener, car wash, nuts and bolts	\$ 56.00
Wastewater	nuts, bolts, squeegee, expoxy,	\$ 24.98
Parks	rope, rope pulley, steel rod, quick snap,	\$ 26.98
Total		\$ 269.11

Type of Document: 28E Agreement

Preparer: Ted Rasmusson – Story County Treasurer, 900 6th Street, Nevada, IA 50201, 515-382-7330

Taxpayer Information: N/A

Return Document to: Michelle Bellile, Story County Auditor's Office, 900 6th Street, Nevada, IA 50201

Grantors:

City of Huxley, Iowa
Story County, Iowa

Grantees:

Story County, Iowa
City of Huxley, Iowa

Legal Description: N/A

Instrument Number/Book and Page Reference: N/A

28E Agreement between
The City of Huxley, Iowa
and
Story County, Iowa

This Agreement is made pursuant to Chapter 28E of the Iowa Code between the City of Huxley, Iowa, hereinafter referred to as "the City" and the County of Story, Iowa, hereinafter referred to as "the County".

WHEREAS Iowa Code Section 331.553(8) provides that a County Treasurer may enter into an agreement under Iowa Code 28E to collect or enforce delinquent parking fines on behalf of a City in conjunction with renewal of motor vehicle registrations pursuant to Iowa Code Sections 321.40(4) and 321.236; and

WHEREAS the City and the County wish to enter into such an agreement for the collection or enforcement of delinquent parking fines owed to the City;

NOW, THEREFORE, the City and the County do hereby agree as follows:

SECTION 1. AUTHORITY. The City, acting through its City Council, and the County, acting through its County Board of Supervisors, enter into this Agreement by virtue of the powers granted to them under Chapter 28E of the Iowa Code.

SECTION 2. PURPOSE. The purpose of this Agreement is to authorize the County Treasurer's Office to assist in the collection of delinquent parking fines by enacting a "stop" on the registered vehicle owner which will preclude them from renewing their motor vehicle(s) registration pursuant to Iowa Code Sections 321.40(4) and 321.236 until the City has confirmed the vehicle owner has satisfactorily addressed the delinquent fines.

SECTION 3. SERVICE AREA. The service area of this Agreement is within the incorporated area of the City.

SECTION 4. DUTIES. The City shall, prior to the 5th day of the month and when necessary, certify and provide to the County Treasurer a list of all persons with delinquent parking fines owed to the City. The City shall hold the County harmless and the City shall assume all liability for any failure to properly maintain ticket status information. The list shall include: Registered Owner(s), License Plate Number, and at least one citation number.

The County Treasurer's Office shall enter a "stop" on the Registered Owner(s) in the Iowa Department of Transportation (IDOT) system which precludes the owner(s) from renewing the

registration of any motor vehicles. The County Treasurer's Office will enforce the stop by refusing registration renewal to any applicant for whom the County Treasurer's Office has received certification that said applicant has one or more uncontested, delinquent parking tickets owed to the City.

The County Treasurer's Office will not collect any funds for the delinquent parking fines, but rather direct the applicant back to the City to remit the issue.

The City will contact the County Treasurer's Office through email immediately (with the exception of transactions that occur after 4:15 p.m., which may be communicated on the next business day) once a Registered Owner(s) with delinquent parking tickets has satisfied the delinquent fines and ask for the removal of the "stop" from the IDOT system. The County Treasurer's Office will immediately remove the "stop" and the Registered Owner(s) will be allowed to renew vehicle registrations again. The County Treasurer shall notify the City through email that the "stop" has been removed.

SECTION 5. COMPENSATION. The Treasurer's Office shall be permitted to receive \$5.00 from the City for administrative cost for each Registered Owner "stop" placed by the Treasurer's Office pursuant to Iowa Code Section 331.553(8). The Treasurer's Office shall send an invoice to the City by the 15th of each month; the City will provide payment within 30 days of the invoice.

SECTION 6. EFFECTIVE DATE. This agreement shall be effective upon its approval and execution by the City and the County and its recording with the County Recorder and the Secretary of State for the State of Iowa pursuant to the requirements of Code of Iowa, Chapter 28E.

SECTION 7. DURATION. This agreement shall be effective upon signature of both parties and continue until terminated.

SECTION 8. TERMINATION. Any party to this Agreement may terminate this Agreement by giving written notice to the other party at least ninety (90) days in advance of the date of termination. Should Iowa Code Sections 321.40(4) and 321.236 be struck or materially amended so as to prohibit the "stop" on registered vehicles for unpaid parking tickets, this agreement shall immediately terminate.

SECTION 9. NOTICE. Notice of certification of delinquent parking fines and certification of remittance of the delinquent parking fines sent from the City to the County will be emailed to Treasurer@StoryCountyIowa.gov.

Notices of invoice for the placement of "stops" shall be sent by the County to the City will be emailed to gstoll@huxleyiowa.org. The City may notify the County in writing to change the designated notification person.

SECTION 10. SAVINGS CLAUSE. If any section, provision, or part of this agreement shall be found to be unconstitutional, such finding shall not affect the validity of the agreement as a whole or any section, provision or part thereof not found to be invalid or unconstitutional.

SECTION 11. ENTIRE AGREEMENT. This agreement represents the entire agreement between the parties as to the subject of this agreement. Any subsequent modification to the terms of this agreement shall be in the form of a duly executed Addendum to this agreement.

SECTION 12. AMENDMENTS. This agreement may be amended at any time by mutual agreement of the parties. Any party desiring an amendment to this agreement shall notify the other party of its desire, and the reason for the request. Such a request shall be in writing to the other party, and shall be considered by the other party without unreasonable delay and within no more than (90) days of receipt.

SECTION 13. GOVERNING LAW. This agreement shall be governed by and interpreted under the laws of the State of Iowa.

SECTION 14. SIGNATURE PAGES. The parties agree that this agreement has attached to it signature pages which shall be assembled and filed together with the agreement and shall together constitute one and the same instrument. A completed copy of the agreement with executed signature pages shall be sent to each party.

CITY OF HUXLEY, IOWA

STORY COUNTY IOWA

By: _____
Mayor

By: _____
Board of Supervisors, Chairperson

Attest: _____
City Clerk

Attest: _____
Auditor

Public Hearings

RESOLUTION NO. 20-006

RESOLUTION FIXING A DATE FOR A PUBLIC HEARING TO CONSIDER THE SALE OF OUTLOT A AND LOT 1 OF THE NORTH PRAIRIE VIEW DEVELOPMENT, AN OFFICIAL PLAT IN THE CITY OF HUXLEY, STORY COUNTY, IOWA AND PARCEL P OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 23, TOWNSHIP 82 NORTH, RANGE 24 WEST OF THE 5TH P.M., IN THE CITY OF HUXLEY, STORY COUNTY, IOWA, AS RECORDED IN INSTRUMENT 2010-00012086 IN THE STORY TO M.R. PROPERTIES, L.C.

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

Outlot A and Lot 1 of the North Prairie View Development, an official plat in the City of Huxley, Story County, Iowa and Parcel P of the Northwest Quarter of the Northeast Quarter of Section 23, Township 82 North, Range 24 West of the 5th P.M., in the City of Huxley, Story County, Iowa, as recorded in Instrument 2010-00012086 in the Story County Recorder's Office except the south 70.0 feet of the west 30.0 feet of said Parcel P; and

WHEREAS, M.R. Properties, L.C. has presented a Purchase Agreement to the City of Huxley for the purpose of acquiring the Property; and

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

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

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 sell the Property and to enter into Purchase Agreements as set out in the preamble hereof at 6:00 o'clock p.m., on the 28th day of January, 2020, at City Hall, in the City of Huxley.

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 sell the Property and to enter into the Purchase 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 of Huxley. Such notice shall be substantially in the form that 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
Nick Easter	_____	_____	_____
David Kuhn	_____	_____	_____
Greg Mulder	_____	_____	_____
Rick Peterson	_____	_____	_____
Tracey Roberts	_____	_____	_____

PASSED, ADOPTED AND APPROVED this 14th day of January 2020.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 20-006** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 14th day of January 2020.

Kevin Deaton, Mayor

ATTEST:

Jolene Lettow, City Clerk

RESOLUTION NO. 20-007

**RESOLUTION FIXING A DATE FOR A PUBLIC HEARING TO CONSIDER THE
SALE OF PRAIRIE RIDGE PLAT 1 OUTLOT Y IN HUXLEY, STORY COUNTY, IOWA
TO BUD SEEMANN**

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

PRAIRIE RIDGE PLAT 1 OUTLOT Y in Huxley, Story County, Iowa (the "Property"); and

WHEREAS, *****(buyers official name) has presented a Purchase Agreement to the City of Huxley for the purpose of acquiring the Property; and

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

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

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 sell the Property and to enter into Purchase Agreements as set out in the preamble hereof at 6:00 o'clock p.m., on the 28th day of January, 2020, at City Hall, in the City of Huxley.

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 sell the Property and to enter into the Purchase 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 of Huxley. Such notice shall be substantially in the form that 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	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
David Kuhn	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Greg Mulder	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Rick Peterson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tracey Roberts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PASSED, ADOPTED AND APPROVED this 14th day of January 2020..

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 20-007** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 14th day of January 2020.

Kevin Deaton, Mayor

ATTEST:

Jolene R. Lettow, City Clerk