



HUXLEY
— HEART OF THE PRAIRIE —

CITY COUNCIL MEETING NOTICE

**HUXLEY CITY HALL – COUNCIL CHAMBERS – 515 N. MAIN AVENUE
TUESDAY AUGUST 25, 2020 6:00 P.M.**

AGENDA

- 1. ROLL CALL**
- 2. APPROVE AGENDA AS PRESENTED AND/OR AMENDED**
- 3. PRESENTATION/RECOGNITION**
- 4. PUBLIC COMMENT (5 MINUTE TIME LIMIT FOR ITEMS NOT ON THIS AGENDA)**
- 5. PUBLIC HEARINGS**
- 6. CONSENT AGENDA – *These are routine business items and will be acted upon by one Roll Call Vote without separate discussion unless a Councilmember or citizen requests an item to be removed or considered separately.***
 - a. Approve Minutes from August 18, 2020 Special City Council Meeting
 - b. Approve Payment of Bills
 - c. Approve Resolution No. 20-081 Westview Plat 3 Final Plat with Contingencies
 - d. Approve Resolution No. 20-082 Westview Plat 3 Public Improvements
 - e. Approve Resolution No. 20-083 DSI Site Plan Phase II
 - f. Approve Resolution No. 20-084 Pro Commercial Site Plan Phase II
- 7. BUSINESS ITEMS**
 - a. Consideration of Easing Water Conservation Order for Monday, Wednesday and Friday Usage
- 8. INFORMATIONAL ITEMS**
 - a. Water Expansion Project Update-Population Projections and Financing Scenarios
- 9. CITY ADMINISTRATOR AND DIRECTOR REPORTS**
- 10. MAYOR AND COUNCIL REPORTS**
- 11. ADJOURNMENT**
- 12. WORKSESSION**

UPCOMING WORK SESSION TOPICS

Capital Improvement Plan (CIP)

Main Street Revitalization

Zoning Ordinance Review and Amendments

Follow Up on Low-Moderate Income Fund Uses

Other Items of Interest to City Council from Working List

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

Monday morning preceding Tuesday'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.

Consent Agenda

Minutes from August 18, 2020 Council Meeting

Payment of Bills/Claims

Resolution No. 20-081 – Westview Plat 3 Final Plat

Resolution No. 20-082 – DSI Site Plan Phase II

Resolution No. 20-083 – Pro Commercial Site Plan Phase II

HUXLEY SPECIAL CITY COUNCIL MEETING MINUTES

Tuesday, August 18, 2020

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 on the above date pursuant to rules of the council, notice posted at City Hall, onto website and emailed to news media. Mayor Kevin Deaton called the meeting to order at 6:00 pm.

ROLL CALL: Easter, Kuhn, Mulder, Roberts, Peterson

AGENDA APPROVAL: Motion by Mulder, second by Easter to approve agenda as presented. Roll Call: Mulder, Kuhn, Easter, Roberts, Peterson voted yes. Motion carried.

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

CONSULTANTS PRESENT: Forrest Aldrich - City Engineer/Veenstra & Kimm

PUBLIC COMMENT: Carolyn Bruce, 118 Lynwood Drive, asked council about the sidewalk being proposed between school and city property, behind Lynwood homes. City administrator will meet with residents to discuss.

CONSENT AGENDA:

Motion by Peterson, second by Easter to approve Consent Agenda as listed:

- a. Approve Minutes from July 28, 2020 Regular City Council Meeting
- b. Approve Payment of Bills
- c. Approve Huxley Fire and Rescue Department Applicant
- d. Approve Resolution No. 20-079 Pay Application No. 2 for Heart of Iowa Nature Trail
- e. Approve Resolution No. 20-080 Pay Application No. 1 for 560th Avenue Paving Project

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

Claims:

AFLAC	AFLAC	4.00
ALLIANT ENERGY	GAS AND ELECTRIC	11,686.85
ARNOLD MOTOR SUPPLY	BEARING RETURN	231.90
BAKER ELECTRIC	LIFT STATION GENERATOR WIRING	10,040.00
BAKER GROUP	WATER HEATER REPLACEMENT	9,872.00
BRICK GENTRY P.C.	MUNICIPAL LEGAL FEES	2,662.50
CHITTY GARBAGE SERVICE INC	FIRE STATION TRASH PICKUP	25.68
CINTAS CORPORATION	FIRST AID SUPPLIES	80.35
DAVID WILCOX	BOOT CAMP INSTRUCTOR	443.62
DELTA DENTAL PLAN OF IOWA	DENTAL INSURANCE	1,356.82
DIGITAL ALLY	VEHICLE CAMERA	4,550.00
EBS	MEDICAL INSURANCE	16,566.25
ED M. FELD EQUIPMENT CO. I	PUMP ASSEMBLY	366.42
EDWARD JONES	IRA	250.00
FIDELITY SECURITY LIFE	VISION INS	300.63
FIRE SERVICE TRAINING BURE	CERTIFICATION	200.00
GALLS, LLC- DBA CARPENTER	UNIFORM PARTS	178.46
HACH COMPANY	TSS FILTERS, PROBE BIOSOLIDS	2,250.80
HAWKINS, INC.	WATER TREATMENT CHEMICALS	2,735.40
HUXLEY COMMUNICATIONS COOP	PHONE, CABLE, INTERNET	1,419.87
INTEGRATED PRINT SOLUTIONS	PUBLIC WORKS SUMMER TEES	771.00
INTERNAL REVENUE SERVICE	FED WITHHOLDING TAX	12,582.44
INTERSTATE BATTERIES	BATTERIES FOR FLOOR MACHINE	223.90
INTERSTATE POWER SYSTEMS,	TRANSFER SWITCH	19,200.00
IOWA DNR	NPDES RENEWAL	210.00
IOWA DOT	TOILET PAPER & PAPER TOWEL	592.99
IPERS	IPERS	16,174.97
KEMPKER'S TRUE VALUE AND R	SEE ATTACHED	439.30
LAKESIDE CONTRACTORS	NORTH LIFT PAVING AND CURB	21,940.00
LIBERTY LOCKWORKS	DOOR LOCK REPAIR	95.00
LINCOLN FINANCIAL GROUP	DISABILITY INSURANCE	1,302.46
LOWE'S	DRIP EDGE & FASCIA	375.00
MALLON, BARB	MEMBERSHIP REFUND	78.05
MANATTS	CRUSHED ASPHALT	555.19

MASS MUTUAL RETIREMENT SER
MCFARLAND CLINIC
MIDWEST BREATHING AIR SYST
MISCELLANEOUS VENDOR
NCL OF WISCONSIN, INC.
NORTHLAND SECURITIES, INC.
PRO-VISION, INC.
RAGNASOFT, INC.
STAPLES BUSINESS CREDIT
STAR EQUIPMENT LTD.
STORY COUNTY RECORDER
SUNSET LAW ENFORCEMENT
TASC
TASC - CLIENT INVOICES
TREASURER, STATE OF IOWA
U.S. CELLULAR
VEENSTRA & KIMM, INC.
VERIZON WIRELESS

DEFERRED COMPENSATION 250.00
DR. FLUGRAD EMS CONSULTING 100.00
SERVICE 357.50
GRULKE, CALEB :US REFUND 661.64
TSS QC 16.13
ANNUAL REPORT FOR GEN OB BONDS 2,500.00
FIVE BODY CAM MOUNTS 406.92
PLANIT EMS SCHEDULING SOFTWARE 825.00
OFFICE SUPPLIES 680.34
TAR AND SQUEEGEE 1,529.54
RECORDING FEES 153.00
AMMO 1,914.71
FLEX BENEFIT PLANS 597.89
SEPT FLEX PLAN FEES 69.82
STATE WITHHOLDING 4,222.00
AMBULANCE CELL PHONES 90.44
TRAIL MAP 43,501.38
PD CELL AND MDT SERVICE 163.20

	<u>Fund Expenses</u>	<u>Fund Revenues</u>
001 GENERAL FUND	115,224.30	36,628.12
002 LIBRARY	2,113.33	2,565.73
003 RECREATION	1,654.44	5,604.23
004 FIRE AND RESCUE	418.54	
014 AMBULANCE	2,097.78	2,336.61
110 STREET	7,055.09	50.00
339 560 TH PAVING	3,007.28	
343 KUM N GO	1,076.00	
344 STREET/WATER REPAIRS	117,837.04	
600 WATER UTILITY	21,638.03	67,616.47
610 SEWER UTILITY	12,482.96	59,877.10
PAYROLL	<u>56,719.71</u>	
GRAND TOTAL	\$254,521.07	\$174,678.26

Councilman Kuhn asked about status of ADA ramps at two locations. City engineer will research and report findings to council.

Councilman Mulder asked about status Emergency Water Conservation order. Ordinance for conservation is still in effect.

INFORMATIONAL ITEMS:

Staff and council discussed event response, status of community and financial impact due to derecho storm.

ADJOURNMENT: Motion by Easter, second by Peterson to adjourn meeting at 7:08pm. 5 ayes, 0 nays. Motion carried.

WORK SESSION:

Rita Conner, City Administrator, provided council with highlights from 2013 and 2018 Comprehensive Plans. Discussion followed by city administrator asking council to provide input for city's future use of land, boundaries, resources, etc. Next step: update maps. Council to discuss further at next council meeting.

ADJOURNMENT: Motion by Peterson, second by Kuhn to adjourn work session at 8:04pm. 5 ayes, 0 nays. Motion carried.

Attest:

Kevin Deaton, Mayor

Jolene R. Lettow, City Clerk

8-25-20 Council Claims

	A	B	C
1	VENDOR NAME	DESCRIPTION	GROSS AMOUNT
2	ACTIVE911, INC.	SUBSCRIPTION	\$ 390.00
3	ANKENY SANITATION	CITY TRASH REMOVAL	\$ 257.94
4	BAKER & TAYLOR	BOOKS	\$ 520.58
5	BOUND TREE MEDICAL	THERMOMETERS	\$ 528.98
6	BROWN SUPPLY CO. INC.	CURB BOX KEYS	\$ 93.00
7	BUD'S AUTO REPAIR INC	PD VEHICLE MAINTENANCE	\$ 63.44
8	CALIBER CONCRETE LLC	HOINT PAVING	\$ 23,862.00
9	CARDMEMBER SERVICE	SEE ATTACHED	\$ 6,604.51
10	COMPASS MINERALS AMERICA	COARSE ROCK SALT	\$ 3,690.55
11	COMPUTER RESOURCE SPECIALI	CITY COMPUTERS IT WORK	\$ 2,381.44
12	CONCRETE TECHNOLOGIES	560TH AVE PAVING PROJECT	\$ 210,259.70
13	CONSUMERS ENERGY	ELECTRICITY	\$ 10,658.43
14	CORE & MAIN LP	6" HYD EXTENSION	\$ 679.71
15	DOLLAR GENERAL-REGIONS 410	PROGRAM & OFFICE SUPPLIES	\$ 89.70
16	GATEHOUSE-DB IOWA HOLDINGS	LEGAL PUBLICATIONS	\$ 396.29
17	GLOCK PROFESSIONAL, INC.	ARMORER'S COURSE	\$ 250.00
18	GORDON FLESCH COMPANY, INC	LASERFICHE TROUBLESHOOT	\$ 612.50
19	HEARTLAND CO-OP	CHEMICALS	\$ 64.20
20	I & S GROUP, INC.	WATER MAIN & STREET IMPROVEMEN	\$ 765.00
21	INTERNAL REVENUE SERVICE	PAYROLL TAXES	\$ 12,004.38
22	IOWA DEPARTMENT OF NATURAL	ANNUAL WATER SUPPLY FEE FY21	\$ 378.82
23	KATHLEEN JONES	NORD KALSEM CANCELLATION	\$ 150.00
24	KEYSTONE LABORATORIES	WATER ANALYSIS & TESTING	\$ 199.00
25	MARCO, INC.	B/W AND COLOR COPIES	\$ 244.54
26	MID-IOWA OCCUPATIONAL TEST	RANDOM DRUG TESTING	\$ 80.00
27	MPH INDUSTRIES, INC.	MPH SPEED SIGN	\$ 5,400.00
28	MUNICIPAL SUPPLY	2' OMNI REGISTER	\$ 355.00
29	OVERDRIVE, INC.	E-BOOK CONTENT FEE	\$ 835.06
30	OXEN TECHNOLOGY	REMOTE LABOR	\$ 661.00
31	POSTMASTER	BULK POSTAGE FOR UTILITY BILLING	\$ 437.48
32	PREMIER OFFICE	PRINTER FEES	\$ 148.00
33	SAFE BUILDING COMPLIANCE &	BUILDING INSPECTION SERVICE	\$ 4,622.59
34	SIGN PRO	DECAL FOR SPEED TRAILER	\$ 104.00
35	STATE LIBRARY OF IOWA	E-BOOK PLATFORM FEE	\$ 62.00
36	SYNCB/AMAZON	PRIME FEE & BOOKS	\$ 338.84
37	TASC	FLEX BENEFIT PLANS	\$ 597.89
38	THE SHERWIN-WILLIAMS CO.	WHITE & YELLOW PAINT	\$ 1,050.60
39	US BANK EQUIPMENT FINANCE	COPIER LEASE	\$ 101.68
40	VERIZON WIRELESS	CITY CELL PHONES	\$ 479.67
41	WINDSTREAM IOWA COMMUNICAT	DISPATCH PHONE	\$ 79.66
42	Payroll Expense		\$ 56,063.61
43	GRAND TOTAL		\$ 346,561.79
44			
45			
46			

8-25-20 Council Claims

	A	B	C
47		FUND TOTALS	
48	001 GENERAL FUND	\$ 22,781.48	
49	002 LIBRARY	\$ 3,244.46	
50	003 RECREATION	\$ 2,643.77	
51	004 FIRE AND RESCUE	\$ 193.76	
52	014 AMBULANCE	\$ 1,371.15	
53	110 ROAD USE TAX	\$ 3,383.09	
54	339 560TH AVENUE PAVING	\$ 210,259.70	
55	340 Trail Paving Project	\$ 23,862.00	
56	344 STREET & WATER REPAIRS	\$ 765.00	
57	600 WATER UTILITY	\$ 12,183.82	
58	610 SEWER UTILITY	\$ 9,809.95	
59	01 PAYROLL EXPENSE	\$ 56,063.61	
60	GRAND TOTAL	\$ 346,561.79	
61			
62			
63			
64			
65	Cardmember Services (Visa)		
66	Admin	adobe, amazon prime, monthly zoom, postage, smart conference refunds	\$ (115.87)
67	Parks	outdoor signs, construction demo, steel baseball dugouts	\$ 5,033.64
68	Fire	office supplies, background checks	\$ 193.76
69	Library	tech soup, school book drop, walmart, fareway	\$ 276.27
70	Parks and Rec	ipra membership, office supplies, erc towels, program supplies	\$ 806.24
71	PD	postage	\$ 13.05
72	WW	cell phone holder, ice, office supplies, accurite weather station, toilet paper, paper towels	\$ 315.50
73	Water	samsung tempered glass, paint, return	\$ 81.92
74	Total		\$ 6,604.51

COUNCIL COMMUNICATION

AGENDA HEADING:

Items related to Westview Heights Plat 3-Approving Westview Heights Plat 3 Final Plat and Acceptance of Public Improvements with Contingencies

SUBMITTED BY: Rita Conner, City Administrator

SYNOPSIS:

Westview Heights Phase II, LLC (Dickson Jensen, 4611 Mortensen Road Ames, Iowa 50210) has submitted the final plat document and related materials for approval by City Council for Westview Heights Plat 3. The Planning & Zoning Commission reviewed this item at their August 20, 2020 meeting

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 3, Final Plat for Council approval. A walk through of the project has been conducted for acceptance of the public improvements.

Council is requested to approve Westview Heights Plat 3 Final Plat with contingencies to be resolved prior to plat recording, and issuance of the formal certificate of completion for the improvements once the items remaining on the project punchlist are completed.

FISCAL IMPACT: NO

ADDITIONAL INFORMATION:

- The Planning & Zoning Commission discussed modification of 8 lot widths shown on the Final Plat to ensure a minimum of 40'. These widths were revised by the design engineer and resubmitted Friday August 21, 2020.
- Outlot Z will be dedicated to the City for a neighborhood park. The developer will work with City staff on grading of the area to be a programmable public space.
- Contingencies for plat approval are:
 - Backyard drainage elevations and slopes need to be provided on a separate sheet sealed by a licensed engineer
 - Street addresses
 - Complete walk through cleanup items as listed in the letter dated August 7, 2020

PREVIOUS COUNCIL ACTION(S): NONE

BOARD/COMMISSION ACTION(S):

- August 20, 2020 Planning & Zoning Commission approved Westview Plat 3 Final Plat Motion – Wilson, second – Frantz to recommend that modifications be made to final plat prior to city council review. Frantz, Wilson, Mosher voted yes; Bierbaum voted no. Motion carried.

COUNCIL COMMUNICATION

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

- City receipt of copy of recorded final plat
- Building permit issuance and inspections

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. 20-081

WHEREAS, the City of Huxley has received request for the approval of Westview Heights subdivision, Plat 3 final plat and;

WHEREAS, the developer has prepared required information and materials for the recording of the final plat documents with the exception of backyard drainage elevations and slopes to be provided on a separate sheet sealed by a licensed engineer, street addresses and the completion of walk through cleanup items as listed in the letter from Veenstra and Kimm, Inc dated August 7, 2020 and;

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

WHEREAS, Planning & Zoning Commission approved the final plat at their August 20, 2020 meeting with the recommendation to comply with the remaining items being requested and for the developer to correct eight (8) lot widths on the plat and resubmit, which has been completed.

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

The final plat for Westview Heights Plat 3 is approved with resolution of backyard drainage elevations and slopes to be provided on a separate sheet sealed by a licensed engineer, street addresses and the completion of walk through cleanup items as listed in the letter from Veenstra and Kimm, Inc dated August 7, 2020 prior to final plat recording.

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

PASSED, ADOPTED AND APPROVED this 25th day of August 2020.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 20-081** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 25th day of August 2020.

Kevin Deaton, Mayor

ATTEST:

Jolene Lettow, City Clerk

RESOLUTION NO. 20-082

WHEREAS, the City of Huxley has received request for the approval and acceptance of Westview Heights subdivision Plat 3 public improvements and;

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

WHEREAS, the walk through resulted in a list of cleanup items that must be addressed prior to Certificate of Completion being issued by Veenstra & Kimm, Inc and;

WHEREAS, a recommendation to the Council to approve and accept the public improvements subject to the cleanup list being completed has been provided by Veenstra and Kimm, Inc. and;

WHEREAS, Once the cleanup list has been completed, Veenstra & Kimm, Inc will then issue the certificate of completion.

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

The public improvements for Westview Heights Plat 3 are hereby accepted and approved contingent upon the completion of the project walk through clean-up list by the developer of Westview Heights Plat 3.

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

PASSED, ADOPTED AND APPROVED this 25th day of August 2020.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 20-2082** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 25th day of August 2020.

Kevin Deaton, Mayor

ATTEST:

Jolene Lettow, City Clerk

COUNCIL COMMUNICATION

AGENDA HEADING:

Approve Resolution for DSI Huxley Site Plan Phase II, Huxley Development Park

SUBMITTED BY: Rita Conner, City Administrator

SYNOPSIS:

DSI Properties Iowa, LLC (Diamond Surface Inc, 15292 40th Avenue North, Plymouth MN 55446) has submitted materials for City of Huxley review for the development of a staging/storage lot adjacent to their 7,716 SF single story warehouse/office space under construction at the intersection of Campus Drive and S. Main Ave in the Huxley Development Park. The lot is to the south of the warehouse building.

The original building project was reviewed by the Planning & Zoning Commission and Council in March 2020 and initiated construction in Summer 2020, with completion anticipated by Fall/Winter 2020. Planning & Zoning reviewed the site plan for Phase II storage lot at their August 20, 2020 meeting.

Additional information is below and in the attachments.

FISCAL IMPACT: NONE

ADDITIONAL INFORMATION:

- DSI, Inc submitted a site plan for Phase II showing a gravel lot with a chain link fence and some limited trees rather than plantings and landscaping, which are not in accordance with City Code of Ordinances.
- The company stated that the lot will be used for seasonal equipment storage and materials laydown, not daily in and out parking, and is requesting waivers to these Code of Ordinances requirements from the City of Huxley. A waiver for partial sidewalk installation is also requested.
- Staff's position to Planning & Zoning and again to Council is that by the Code of Ordinances, this should be a hard surface lot, not gravel, and any required plant materials and landscaping should be provided.
- Planning & Zoning Commission discussed past projects that have received City approval for gravel surfacing and also proposed that City Council consider amending the Code of Ordinances to allow gravel surfaces in certain industrial areas to avoid future waiver requests.
- The deferral of sidewalk installation along Snyder Drive is supported by staff with the applicant's commitment to install sidewalk at the City's request at a future date when Snyder Drive is extended.

BOARD AND COMMISSION ACTIONS: YES

- August 20, 2020 review by the Planning & Zoning Commission

COUNCIL COMMUNICATION

- DSI Phase II Site Plan: Motion – Mosher, second – Wilson to Accept DSI Property Site Plan and City Engineer’s Plan Review for South Lot of Property with Exception to #1 of the Plan Review Mandating the Parking Area be Surfaced with Asphalt or Concrete.
- Planning and Zoning Commission recommends that City Council review the ordinance and allow granular lots for businesses that use parking areas for laydown of equipment. Frantz, Wilson, Mosher, Bierbaum voted yes. Motion carried. Chairman Bierbaum thanked DSI for following code and requesting sidewalk waiver for south side of Snyder until city requests installation. It was also noted that the landscaping will be placed inside fencing instead of outside fencing on property.

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

- Completion of work

RESOLUTION NO. 20-083

WHEREAS, Diamond Surface, Inc. dba DSI Properties Iowa LLC (the "Company") has presented a site plan for development of a seasonal gravel storage lot with a chain link fence adjacent to their 7,716 square foot office and warehouse building under construction in the Huxley Development Park, and;

WHEREAS, the Company has requested waivers to City Code requirements for hard surfacing of the storage lot in asphalt or concrete, the inclusion of plantings and landscaping save for limited trees, and waiver of the sidewalk installation requirement for Snyder Drive and;

WHEREAS, the Huxley Planning and Zoning Commission has reviewed the site plan and provided approval for the project to be constructed as proposed with no requirement for hard surfacing the lot and;

WHEREAS, the Planning & Zoning Commission requested that City Council request staff to draft amendment to the Code of Ordinances allowing gravel surface lots in industrially zoned areas to avoid additional waiver requests in the future.

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

- A. DSI site plan is hereby approved as presented with gravel surface material
- B. DSI, Inc site plan is approved under the condition that the lot is asphalt or concrete

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

PASSED, ADOPTED AND APPROVED this 25th day of August, 2020.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 20-083** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 25th day of August, 2020.

Kevin Deaton, Mayor

ATTEST:

Jolene Lettow, City Clerk

COUNCIL COMMUNICATION

AGENDA HEADING:

Approving Pro Commercial Site Plan Phase II, Huxley Development Park

SUBMITTED BY: Rita Conner, City Administrator

SYNOPSIS:

Pro Commercial, LLC (Grant Tjernagel, 104 Campus Drive Suite 102 Huxley, Iowa 50124) has submitted materials for City of Huxley review for the development of an additional 8,000 square feet of e-commerce warehouse space at the Huxley Development Park.

Planning & Zoning Commission reviewed the site plan at their August 20, 2020 meeting.

Additional information is below and in the attachments.

FISCAL IMPACT: NONE

ADDITIONAL INFORMATION:

- Site plan materials were reviewed by staff and Veenstra & Kimm, Inc. with comments provided to the applicant.
- Comments were addressed and the site plan was recommended for approval.

BOARDS AND COMMISSIONS: YES

- August 20, 2020 Planning & Zoning Commission
Pro Commercial Lot 4 Site Plan: Motion – Wilson, second – Frantz to Accept Pro Commercial Lot 4 Site Plan. Frantz, Wilson, Mosher, Bierbaum voted yes. Motion carried.

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

- Issuance of building permit, construction of the project, and issuance of occupancy permit.

RESOLUTION NO. 20-084

WHEREAS, Pro Commercial, LLC has presented a site plan for development of an additional 8,000 square feet of e-commerce warehouse space in the Huxley Development Park, and;

WHEREAS, the project will provide for new investment and taxable valuation for the City of Huxley, and;

WHEREAS, the Huxley Planning and Zoning Commission has reviewed the site plan and provided approval at their August 20, 2020 meeting.

NOW, THEREFORE, IT IS RESOLVED by the City Council of the City of Huxley, Iowa, as follows: Pro Commercial, LLC site plan is hereby approved as presented.

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

PASSED, ADOPTED AND APPROVED this 25th day of August, 2020.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 20-084** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 25th day of August, 2020.

Kevin Deaton, Mayor

ATTEST:

Jolene Lettow, City Clerk

COUNCIL COMMUNICATION

AGENDA HEADING:

Consideration of Easing the Water Conservation Order for Monday, Wednesday and Friday Usage

SUBMITTED BY: Rita Conner, City Administrator

SYNOPSIS:

On Wednesday, July 8, 2020, Council enacted an emergency water conservation plan per Chapter 90 of the Huxley Code of Ordinances. Council determined that the water emergency warranted immediate action to put conservation practices in place to protect the community.

The result of this action was that consumption levels dropped significantly within days. The conservation order has remained in effect since that date and water production and usage levels have been monitored by staff through several weeks of continued limited rainfall. The intent was to determine what August weather patterns looked like before lifting the order so as to avoid lifting the order and then needing to put it back in place.

At the August 18, 2020 Council meeting, Councilmembers were provided with an update of the August 10, 2020 derecho storm event. A request was made by Council to discuss the ability to lift the order for some usage by residents as they completed storm cleanups. Additional information is below.

ADDITIONAL INFORMATION:

- Following discussion with Public Works Department-Water Operations, a proposal was developed regarding the conservation order.
- Communication is included with this item from Water Superintendent Keith Vitzhum regarding going to Monday, Wednesday and Friday usage
- Legal counsel proposed that the Council motion to ease the order for these specific days based on the language of the current ordinance

PREVIOUS COUNCIL ACTION(S):

- July 8, 2020 Special Council Meeting-Resolution No. 20-065

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

- A draft amended ordinance for a phased water conservation plan utilizing a series of action steps depending on the severity of the need for conservation has been prepared and provided to Council in draft form
- This future water conservation plan will incorporate phasing for different levels of water conditions that may need to be considered and can be brought forward to Council for adoption this fall.

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.

WATER CONSERVATION UPDATE

When we issued the water conservation the plant was pumping a maximum of 787,000 gallons a day and losing ground filling the tower which keeps pressure to the distribution system in a matter of a day or two output decreased to 400,000 gallons a day which allowed for the water tower to fill back to capacity. Since then water consumption has fluctuated between 375,000 gallons to 425,000 gallons a day. Jeff and I talked about allowing people to water their lawns and gardens on Mondays, Wednesdays, and Fridays this would give the plant time to catch up on the days in between if it needed to. I think this would be a safe way to slowly lift the ban and capitalize on more income being produced without completely slamming the system.

Keith Vitzthum

Water Superintendent

COUNCIL COMMUNICATION

AGENDA HEADING:

Informational Item on Water Treatment Plant and Well Field Expansion Project Update

SUBMITTED BY: Rita Conner, City Administrator

SYNOPSIS:

On May 8, City staff, Veenstra & Kimm, Inc. and Northland Securities provided information on planned projects for debt issuance, including the planned improvements for the water system. On May 12, Council had a worksession to review the results of the water study and discuss. At the July 14 meeting, Council was provided additional information based on recent meetings that would allow the schedule for the design, financing and construction of the project to be accelerated. Financing scenarios were introduced.

Following the July 14 meeting, staff has continued work with Northland Securities and Veenstra and Kimm, Inc., including discussion of additional population projection scenarios based on the City's historic growth pattern. The population projection item and mapping was also discussed at the August 18 Council Worksession on the Comprehensive Plan.

Additional work is underway following another team meeting this morning. Further analysis will be completed by the Tuesday meeting to continue the discussion with Council on the project size and financing options.