



CITY COUNCIL MEETING NOTICE

**HUXLEY CITY HALL – COUNCIL CHAMBERS – 515 N. MAIN AVENUE
TUESDAY OCTOBER 13, 2020 6:00 P.M.**

AGENDA

- 1. ROLL CALL**
- 2. APPROVE AGENDA AS PRESENTED AND/OR AMENDED**
- 3. PRESENTATION/RECOGNITION**
 - a. Watershed Awareness Month
- 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 September 22, 2020 Regular Meeting
 - b. Approve Payment of Bills
 - c. Approve Resolution No. 20-094 Street Finance Report
 - d. Approve Resolution No. 20-095 Professional Services Contract with Veenstra & Kimm, Inc. for the East 1st Street Reconstruction Project Phase II
 - e. Approve Resolution No. 20-096 Payment Estimate No. 4 Heart of Iowa Nature Trail Project
 - f. Approve Resolution No. 20-097 Westview Plat 3 Street Sign Placement
- 7. BUSINESS ITEMS**
- 8. INFORMATIONAL ITEMS**
- 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.



PROCLAMATION

WATERSHED AWARENESS MONTH

WHEREAS, a water quality collaboration has been formed between the cities of Ames, Huxley, Nevada and Gilbert, Story County, Prairie Rivers of Iowa, Leopold Center for Sustainable Agriculture, Story County Community Foundation, Izaak Walton League, and Story County Soil & Water Conservation District; and,

WHEREAS, the purpose of the Story County Ten-Year Water Monitoring program is to collect and analyze water sampling data, to increase resident's knowledge and understanding, and identify problems in our watershed to support and improve surface and groundwater quality; and,

WHEREAS water quality and flooding issues in rivers, lakes, and streams cannot be mitigated without good stewardship of the private and public lands in the watersheds that drain to those waterways; and,

WHEREAS, implementing green infrastructure using native vegetation and improving soil health aids in absorbing and filtering out excess nutrients and pollutants through use of the land; and,

WHEREAS, educating about how we impact the health of watersheds, where, we live, through our everyday activities is important; and,

WHEREAS, keeping our watersheds healthy protects public health, water supply, fisheries, wildlife, agriculture, supports economic development and enhances recreation activities in our communities.

THEREFORE, I, Kevin Deaton, Mayor of the City of Huxley, Iowa do hereby proclaim the month of October 2020, as "WATERSHED AWARENESS MONTH." We urge every citizen within Story County to recognize the importance of the watershed in which you live and to commit to keep learning and identifying how you can make a difference, even in your own backyard.

SIGNED this 13th day of October 2020.

Kevin Deaton, Mayor

ATTEST: _____
Jolene R. Lettow, City Clerk

HUXLEY CITY COUNCIL MEETING MINUTES

Tuesday, September 22, 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 Pro Tem Kuhn called the meeting to order at 6:00 pm.

ROLL CALL: Kuhn, Roberts, Peterson, Easter; absent - Mulder

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

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

CONSULTANTS PRESENT: Forrest Aldrich - City Engineer/Veenstra & Kimm, Chip Schultz – Northland Public Finance

PRESENTATION/RECOGNITION: City Administrator, Rita Conner, presented Firefighter Certifications to Firefighter Megan Brendeland and Firefighter/EMT Jenn Buckham.

Mayor entered meeting at 6:03pm

CONSENT AGENDA:

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

- a. Minutes from September 8, 2020 Regular City Council Meeting
- b. Payment of Bills

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

Motion – Roberts, Second – Easter on Resolution No. 20-090 Cambridge Law Enforcement Contract. Councilman Kuhn asked how contract amount was obtained. Chief Stoll responded City of Huxley uses same rate schedule as Story County. Roll Call: Easter, Peterson, Kuhn, Roberts voted yes. Motion carried.

Motion – Roberts, Second – Easter to Approve Posting Position for New Police Officer. Councilman Kuhn asked for statistics on numbers of police officers in local communities. Councilman Kuhn asked about status of other two positions that have not been filled. City Administrator replied that discussions could take place during Strategic Planning Process regarding those positions. Roll Call: Easter, Peterson, Kuhn, Roberts voted yes. Motion carried.

Motion – Roberts, Second – Easter on Resolution No. 20-091 to Approve Fiscal Year 2020 Balance Transfers. Councilman Kuhn asked for adjusted fund balances. Roll Call: Easter, Peterson, Kuhn, Roberts voted yes. Motion carried.

BUSINESS ITEMS:

Motion – Roberts, Second – Easter on Resolution No. 20-092 for Contract for Professional Engineering Services with Veenstra & Kimm, Inc, for Water Treatment Facility Expansion Project. City engineer reported that SRF application had been submitted for project. Also reported that building design had been completed using 3% and 5% population increase options. Councilman Kuhn expressed concern with areas designated to be served by new facility and unfinished business with Iowa Rural Water Association (IRWA). City Administrator stated contract should be obtained with IRWA by end of year. City engineer commented that the city had enough growth potential with planned development to move forward with expansion. Roll Call: Roberts, Easter, Peterson voted yes; Kuhn voted no. Motion carried.

Motion – Roberts, Second – Easter on Resolution No. 20-093 on Contract for Professional Engineering Services with Veenstra & Kimm, Inc. for the Water Treatment Facility Expansion Project. Roll Call: Peterson, Easter, Roberts voted yes; Kuhn voted no. Motion carried.

INFORMATIONAL ITEMS:

- Trick or Treat Night scheduled for Saturday, October 31st from 6 to 8pm.
- Councilman Kuhn asked if Water Conservation ban should be lifted? Staff to consult with legal.
- Councilman Easter asked status of streetlights laying around town. Staff commented Alliant Energy will retrieve poles.
- Councilman Kuhn asked if DNR permit had been obtained to burn at Maintenance Shop.
- Mayor asked about status of damaged signs in town being replaced.
- Mayor suggested disbanding council subcommittees.

ADJOURNMENT: Motion - Peterson, second - Roberts to adjourn meeting at 7:04pm. 4 ayes, 0 nays. Motion carried.

Attest:

Kevin Deaton, Mayor

Jolene R. Lettow, City Clerk

10-13-20 Council Claims

	A	B	C
1	VENDOR NAME	DESCRIPTION	GROSS AMOUNT
2	A KING'S THRONE, LLC	PORT-O-JOHNS FOR SOCCER	\$ 509.80
3	ABC ELECTRICAL SERVICES	ELECTRICAL HOOKUP GENERATOR	\$ 4,467.00
4	AFLAC	AFLAC	\$ 4.00
5	ALEX CELLAN	AMBULANCE PAYMENT REFUND	\$ 69.83
6	ALLISON RIGLER	YOUTH SOCCER	\$ 32.00
7	AMBER RABEY	YOUTH SOCCER	\$ 37.00
8	AMBER TOMS	YOUTH SOCCER	\$ 37.00
9	AMY HUGHES	YOUTH SOCCER	\$ 74.00
10	ANDY SWISHER	YOUTH SOCCER	\$ 37.00
11	ANKENY SANITATION	CITY BUILDING TRASH PICKUP	\$ 257.94
12	ARNOLD MOTOR SUPPLY	VEHICLE MAINTENANCE	\$ 705.76
13	AWS SERVICE CENTER	TRASH PICKUP AT FIRE STATION	\$ 53.16
14	BAKER GROUP	HVAC REPAIR FROM STORM	\$ 372.00
15	BLACK HELMET TRAINING	HAZ MAT OPERATIONS CLASS	\$ 400.00
16	BOUND TREE MEDICAL	AMBULANCE SUPPLIES	\$ 34.00
17	BRICK GENTRY P.C.	LEGAL FEES	\$ 1,362.50
18	BRITTANY CASOLE	SOCCER	\$ 69.00
19	CARDMEMBER SERVICE	SEE ATTACHED	\$ 5,067.30
20	CHRIS & KRIS GARDNER	YOUTH SOCCER	\$ 37.00
21	CINTAS CORPORATION	MEDICAL SUPPLY RESTOCK	\$ 85.28
22	COMPASS MINERALS AMERICA	COARSE ROCK SALT	\$ 3,664.70
23	COMPUTER RESOURCE SPECIALI	COMPUTER WORK FROM STORM	\$ 1,102.50
24	CONSUMERS ENERGY	ELECTRICITY	\$ 10,693.57
25	CORE & MAIN LP	HOSE NOZZLE & BREAKABLE KIT	\$ 1,275.00
26	DARCY VAN BERGEN	YOUTH SOCCER	\$ 32.00
27	DELTA DENTAL PLAN OF IOWA	DENTAL INSURANCE	\$ 1,395.68
28	DIAMOND SURFACE, INC.	BUILDING PERMIT DEPOSIT REFUND	\$ 1,000.00
29	DOLAN OLSON	GAS REIMBURSEMENT	\$ 10.93
30	DOLLAR GENERAL-REGIONS 410	OFFICE SUPPLIES	\$ 64.35
31	DOORS INC.	GENERATOR & SAFE ROOM KEYS	\$ 60.00
32	EBS	MEDICAL INSURANCE	\$ 16,566.25
33	EDWARD JONES	IRA	\$ 250.00
34	ELECTRIC PUMP	TROUBLESHOOT N. LIFT STATION	\$ 3,892.60
35	FIDELITY SECURITY LIFE	VISION INS	\$ 300.63
36	GAIL WILLIAMS	REFUND FOR AMBULANCE PAYMENT	\$ 726.70
37	GALLS, LLC- DBA CARPENTER	UNIFORM PARTS	\$ 478.03
38	GARBAGE GUYS	DUMPSTER FOR STORM CLEANUP	\$ 2,296.65
39	GATEHOUSE-DB IOWA HOLDINGS	LEGAL PUBLICATIONS	\$ 254.90
40	GRAFF EXCAVATING, INC.	KUM & GO PROJECT RETAINAGE	\$ 48,442.29
41	GREENLAND HOMES	BUILDING PERMIT DEPOSIT REFUND	\$ 1,000.00
42	HACH COMPANY	TRUCAL TNT CALIBRATION	\$ 193.50
43	HAWKINS, INC.	WATER TREATMENT CHEMICALS	\$ 2,134.65
44	HEIDI VANWYK	YOUTH SOCCER	\$ 32.00
45	HOKEL MACHINE SUPPLY	CYLINDER RENTAL	\$ 44.19
46	HUXLEY COMMUNICATIONS COOP	PHONE, CABLE, INTERNET	\$ 1,419.87

10-13-20 Council Claims

	A	B	C
47	INTEGRATED PRINT SOLUTIONS	PROGRAM TSHIRTS	\$ 1,466.90
48	INTERNAL REVENUE SERVICE	PAYROLL TAXES	\$ 23,822.85
49	INTERSTATE BATTERIES	BATTERY	\$ 4.95
50	IOWA DOT	SUPPLIES	\$ 102.68
51	IOWA LEAGUE OF CITIES	MEMBER DUES	\$ 1,946.00
52	IOWA ONE CALL	EMAIL LOCATES	\$ 183.60
53	IOWA PRISON INDUSTRIES	STREET SIGNS FOR NEW DEVELOPME	\$ 1,242.91
54	IPERS	IPERS	\$ 16,132.33
55	JENNIFER BRAND	YOUTH SOCCER	\$ 32.00
56	JESSICA DAVIS	FLAG FOOTBALL REFUND	\$ 57.00
57	KATIE BAKER	YOUTH SOCCER	\$ 37.00
58	KATIE THOMPSON	YOUTH SOCCER	\$ 37.00
59	KEMPKER'S TRUE VALUE AND R	SEE ATTACHED	\$ 381.63
60	KEYSTONE LABORATORIES	WATER SAMPLING	\$ 191.20
61	KYLE WOOTEN	YOUTH SOCCER	\$ 32.00
62	L L PELLING CO.	SEAL COATING RAILWAY	\$ 17,043.30
63	LINCOLN FINANCIAL GROUP	DISABILITY INSURANCE	\$ 1,244.07
64	LINDSEY ALLEY	YOUTH SOCCER	\$ 89.00
65	LOWE'S	MOP HEAD & CLEANOUT CAPS	\$ 50.76
66	MARCO, INC.	ADMIN PRINTER/COPIER	\$ 288.10
67	MARY GREELEY MEDICAL CENTE	TIER SERVICE AGREEMENT	\$ 200.00
68	MASS MUTUAL RETIREMENT SER	DEFERRED COMPENSATION	\$ 250.00
69	MCFARLAND CLINIC	EMS CONSULTING FEES	\$ 100.00
70	MENARDS	SUPPLIES	\$ 29.96
71	MENARDS - AMES	SUPPLIES	\$ 110.34
72	MID-IOWA SOLID WASTE EQUIP	BROOMS FOR SWEEPER	\$ 259.84
73	MISCELLANEOUS VENDOR	UTILITY DEPOSIT REFUNDS	\$ 1,662.68
74	MK SERVICES	ANNUAL BACKFLOW CERTS.	\$ 725.00
75	MOODY ELECTRIC, INC.	REPLACE BATTERIES IN SIREN	\$ 1,082.88
76	NCL OF WISCONSIN, INC.	BOD SEED	\$ 31.13
77	NEW CENTURY FS INC	FUEL	\$ 5,930.89
78	OXEN TECHNOLOGY	MONTHLY OFFICE & EXCHANGE	\$ 249.50
79	PCC AN AMBULANCE BILLING S	AUGUST AMBULANCE BILLING	\$ 416.51
80	PINGEL MUDJACKING, LC	RAISE AND LEVEL CONCRETE	\$ 200.00
81	POSTMASTER	BULK POSTAGE	\$ 440.33
82	QUILL CORPORATION	PURCHASE ORDERS	\$ 87.09
83	RADAR ROAD TEC	RADAR ANNUAL CERTS, FORKS, ETC	\$ 250.00
84	REESE ELECTRIC	SURGE TEST, BEARING, END BELL	\$ 99.40
85	SARAH DUTTON	YOUTH SOCCER	\$ 32.00
86	SHANNON WILSON	YOUTH SOCCER	\$ 37.00
87	STAPLES BUSINESS CREDIT	OFFICE SUPPLIES	\$ 0.29
88	STAR EQUIPMENT LTD.	5 GAL BUCKETS OF CURING COMPOU	\$ 59.90
89	STORY COUNTY RECORDER	SEPTEMBER RECORDING FEES	\$ 215.00
90	SWANK MOVIE LICENSING USA	MOVIE SITE LICENSE	\$ 412.00
91	SYNCB/AMAZON	BOOKS AND PRIZES	\$ 427.35
92	TASC	FLEX BENEFIT PLANS	\$ 1,195.78

10-13-20 Council Claims

	A	B	C
93	TASC - CLIENT INVOICES	NOVEMBER FLEX ADMIN FEES	\$ 69.82
94	TELEFLEX LLC	NEEDLES	\$ 567.50
95	TERESA DALTON	YOUTH SOCCER	\$ 37.00
96	THE SHERWIN-WILLIAMS CO.	FILTER QP	\$ 8.29
97	TRACY WEBER	YOUTH SOCCER	\$ 37.00
98	TREASURER, STATE OF IOWA	STATE WITHHOLDING	\$ 4,071.00
99	U.S. CELLULAR	AMBULANCE CELL PHONES	\$ 90.44
100	UBBEN, BRANDIE	YOUTH SOCCER	\$ 37.00
101	VEENSTRA & KIMM, INC.	ENGINEERING FEES	\$ 28,572.44
102	VERIZON WIRELESS	CELL PHONES	\$ 493.08
103	Payroll Expense		\$ 106,673.61
104	GRAND TOTAL		\$ 330,589.89
105			
106		FUND TOTALS	
107	001 GENERAL FUND	47,640.05	
108	002 LIBRARY	4,725.08	
109	003 RECREATION	8,611.31	
110	004 FIRE AND RESCUE	596.12	
111	014 AMBULANCE	3,915.49	
112	110 ROAD USE TAX	28,882.06	
113	339 560TH AVENUE PAVING	16,997.31	
114	340 Trail Paving Project	2,122.13	
115	343 KUM N GO WATER & SEWER	48,442.29	
116	398 STORM DAMAGE-DEREUCHE	11,439.22	
117	600 WATER UTILITY	24,264.36	
118	610 SEWER UTILITY	26,280.86	
119	01 PAYROLL EXPENSE	106,673.61	
120	GRAND TOTAL	330,589.89	
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10-13-20 Council Claims

	A	B	C
139			
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141			
142	Cardmember Services (Visa)		
143	Admin	amazon prime, adobe pro dc, zoom	\$ 153.88
144	Parks	memorial bench (reimbursed)	\$ 899.19
145	Streets	adobe pro dc	\$ 108.08
146	Library	dollar tree, summer reading prize, liquid web server	\$ 222.39
147	Parks and Rec	mats, bands, balls, vending products, nsca online ceu recert., walmart, disinfectant,	\$ 361.05
148	PD	receipt book, police training, trailer hitch, plug adapter, postage	\$ 651.88
149	WW	face masks, face shields, computer speakers, adobe pro dc, air fresheners, cooler replacement parts, usb cable	\$ 264.89
150	Water	computer speakers, irwa fall workshop, adobe pro dc	\$ 299.54
151	Storm Cleanup	bottled water, ice, snacks, lunch for crews, pole tamper	\$ 2,106.40
152	Total		\$ 5,067.30
153			
154			
155	TRUE VALUE BREAK DOWN		
156	P & R	armor plug, toilet seat, drain stop, drill bit,	\$ 66.83
157	Water	nuts and bolts, interior detailer	\$ 18.40
158	FD	mouse trap	\$ 0.59
159	Streets	nuts and bolts, super glue, cold patch, key blank, batteries, mpt plug, fpt adapter, straight clevis, anchor shackle	\$ 144.77
160	Wastewater	pail liner, chip brush, elec tape, volt tester, hd self gfci, elect tape, snap knife, bleach, filter	\$ 83.23
161	Parks	marking paint, spike nail, inv strip paint,	\$ 67.81
162	Total		\$ 381.63

**Huxley RECAP
September, 2020**

<u>Account No.</u>	<u>Account Name</u>	<u>Statement No.</u>	<u>Balance Due</u>
15398.000	Municipal	335970	\$887.50
15398.001	Prosecutions		
15398.002	Fire and Rescue		
15398.003	Prairie Ridge		
15398.005	Litigation		
15398.006	Bond Claims		
15398.011	Planning & Zoning		
15398.012	Public Works	335973	\$87.50
15398.013	Police	335972	\$100.00
15398.014	Parks		
15398.015	Nuisance Abatement	335971	\$112.50
15398.016	HDC		
15398.017	Library		
15398.018	Development	335969	\$175.00
Total:			\$1,362.50



BRICK GENTRY P.C.

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Statement Date: September 25, 2020
Statement No. 335969
Account No. 15398.018
Page: 1

City of Huxley
Attn: Rita Conner
515 North Main Street
Huxley, IA 50124

Re: Development
ASB

Fees

08/27/2020	ASB	Review of correspondence from Rita Conner regarding various Westview Heights matters. File review regarding same. Correspondence to Rita Conner. Review of correspondence from Forrest Aldrich.	62.50
	ASB	Review of correspondence from Rita Conner.	12.50
	ASB	Review of correspondence regarding 9/1/20 Special Council meeting.	12.50
	ASB	Review of correspondence and documentation from Kathleen Low regarding Westview Heights. Review of correspondence from Erin Ollendike. Review of correspondence from Roger Wheeler.	50.00
08/28/2020	ASB	Review of correspondence regarding various matters on Westview Heights Plat 3. For Current Services Rendered	37.50 175.00

Recapitulation

<u>Timekeeper</u>	<u>Title</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Amy Beattie	Attorney	1.40	\$125.00	\$175.00
Total Current Work				175.00
Previous Balance				\$237.50

Payments

09/11/2020	Payment	-237.50
Balance Due		<u>\$175.00</u>

Thank you.



BRICK GENTRY P.C.

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City of Huxley
Attn: Rita Conner
515 North Main Street
Huxley, IA 50124

Statement Date: September 25, 2020
Statement No. 335970
Account No. 15398.000
Page: 1

Re: Municipal
ASB

Fees

08/31/2020	ASB	Review of correspondence and documentation regarding request for purchase of City property. Legal research regarding sale of property if originally condemned. Correspondence to Rita Conner.	62.50
	MSB	Correspondence with Lisa Wheeler regarding employment issues; research regarding same.	112.50
09/01/2020	MSB	Correspondence with Lisa Wheeler regarding payroll issue.	62.50
09/02/2020	MSB	Correspondence with Lisa Wheeler regarding employment issues.	75.00
09/03/2020	ASB	Review of correspondence from Rita Conner regarding Xenia Rural Water. File review regarding same. Correspondence to her. Review of correspondence from John Danos regarding same. Correspondence regarding same.	62.50
09/04/2020	ASB	Review of correspondence from Rita Conner regarding Insurance/FEMA matters. Correspondence regarding same. Review of correspondence and documentation from Story County.	75.00
09/08/2020	ASB	Review of 9/8/20 Council Agenda packet. Correspondence regarding same.	75.00
09/18/2020	ASB	Review of correspondence and documentation regarding sale of excess Right of Way.	37.50
	ASB	Review of correspondence and documentation from Rita Connor regarding Xenia Water issues.	100.00
	ASB	Review of 9/22/20 Council Agenda packet.	75.00
09/21/2020	ASB	Review of correspondence from Rita Conner regarding Sidewalk Waivers and Deferrals. Correspondence with her regarding same.	12.50
	ASB	Review of correspondence from Rita Conner regarding sale of Right of Way. Correspondence to her.	12.50



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City of Huxley
Attn: Rita Conner
515 North Main Street
Huxley, IA 50124

Statement Date: September 25, 2020
Statement No. 335970
Account No. 15398.000
Page: 2

Re: Municipal

ASB Review of correspondence regarding matters with CMC. Correspondence with her. 37.50

ASB Call to Rita Conner regarding Xenia. 25.00

09/22/2020 ASB Phone conference with Rita Conner regarding various matters. 62.50

For Current Services Rendered 887.50

Recapitulation				
<u>Timekeeper</u>	<u>Title</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Amy Beattie	Attorney	5.10	\$125.00	\$637.50
Matt Brick	Attorney	2.00	125.00	250.00

Total Current Work 887.50

Previous Balance \$987.50

Payments

09/11/2020 Payment -987.50

Balance Due \$887.50

Thank you.



BRICK GENTRY P.C.

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City of Huxley
Attn: Rita Conner
515 North Main Street
Huxley, IA 50124

Statement Date: September 25, 2020

Statement No. 335971

Account No. 15398.015

Page: 1

Re: Nuisance Abatement
ASB

Fees

09/25/2020	MRO	Review and revise notice to Jerry's Auto; Email Amy thoughts.	75.00
	ASB	Review of correspondence and documentation regarding Jerry's Auto. Correspondence regarding same.	37.50
		For Current Services Rendered	112.50

	Recapitulation	Hours	Rate	Total
Timekeeper	Title			
Amy Beattie	Attorney	0.30	\$125.00	\$37.50
Matt O'Hollearn	Attorney	0.60	125.00	75.00

Total Current Work 112.50

Balance Due \$112.50

Thank you.



BRICK GENTRY P.C.

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City of Huxley
Attn: Rita Conner
515 North Main Street
Huxley, IA 50124

Statement Date: September 25, 2020
Statement No. 335972
Account No. 15398.013
Page: 1

Re: Police
ASB

Fees

09/11/2020	ASB	Review of correspondence from Chief Stoll regarding Pit Bull interpretation in ordinance. File review regarding same. Correspondence to Chief Stoll.	75.00
	ASB	Review of correspondence from Chief Stoll. Response to him regarding Ordinance question.	25.00
		For Current Services Rendered	100.00

		Recapitulation			
<u>Timekeeper</u>		<u>Title</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Amy Beattie		Attorney	0.80	\$125.00	\$100.00
Total Current Work					100.00
Balance Due					<u>\$100.00</u>

Thank you.



BRICK GENTRY P.C.

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West Des Moines, IA 50266

Telephone: 515 274-1450
Facsimile: 515 274-1488

City of Huxley
Attn: Rita Conner
515 North Main Street
Huxley, IA 50124

Statement Date: September 25, 2020
Statement No. 335973
Account No. 15398.012
Page: 1

Re: Public Works
ASB

Fees

08/26/2020	ASB	Review of correspondence and documentation regarding CMC. Correspondence regarding same.	50.00
08/27/2020	ASB	Phone conference with Rita Conner and AJ regarding CMC Agreement. For Current Services Rendered	<u>37.50</u> 87.50

		Recapitulation			
Timekeeper		Title	Hours	Rate	Total
Amy Beattie		Attorney	0.70	\$125.00	\$87.50
Total Current Work					87.50
Balance Due					<u>\$87.50</u>

Thank you.

COUNCIL COMMUNICATION

AGENDA HEADING:

Approving FY 19-20 Street Finance Report

SUBMITTED BY:

Rita Conner, City Administrator Jolene Lettow, City Clerk/Finance Officer

SYNOPSIS:

By Iowa Code Section 312.14, all cities in Iowa are required to submit a report of street related expenditures to the Iowa Department of Transportation (IDOT). The report contains information on all street expenses including repair and maintenance of the City's street system under the City's pavement management program, personnel expenses, equipment and materials, services and related items.

Additional information is below and attached.

FISCAL IMPACT:

Amount: \$1,154,147 expenditures

Funding Source: General Fund-Streets, Road Use Tax (RUT), debt issuance for street capital projects

ADDITIONAL INFORMATION: YES

- The report also contains a list of equipment owned by the City that is used in the maintenance and repair of the street system.
- Model years for the equipment range from 1982-2019
- The most recent equipment purchase was an International snowplow in 2019.

PREVIOUS COUNCIL ACTION(S): YES

This is a report that the City files annually to report on the prior fiscal year

CITY ADMINISTRATOR RECOMMENDATION: APPROVAL**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:**

- Submittal to IDOT
- Receipt of monthly RUT distribution
- The current report on RUT funds received from April to September in calendar year 2020 to 2019 shows \$222,589 in 2019 and \$227,767 in 2020

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.

COUNCIL COMMUNICATION

RESOLUTION NO. 20-094

RESOLUTION APPROVING FISCAL YEAR 2020 ANNUAL STREET FINANCE REPORT (SFR)

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

WHEREAS, said report has been completed and attached hereto as required and shows all street related expenditures for Fiscal Year 2020 which ended June 30, 2020.

BE IT RESOLVED, THEREFORE, by the City Council of Huxley, Iowa, that the attached Annual Street Finance Report (SFR) for Fiscal Year 2020 is hereby approved and ready to be submitted to the Iowa Department of Transportation.

PASSED, ADOPTED AND APPROVED this 13th day of October 2020.

APPROVAL BY MAYOR

I hereby approve the foregoing Resolution No. 20-094 by affixing below my signature as Mayor of the City of Huxley, Iowa this 13th day of October 2020.

Kevin Deaton, Mayor

ATTEST:

Jolene R. Lettow, City Clerk

Street Finance Report for Huxley 2020

Expenses	General Fund Streets (001)	Special Revenues		Debt Service (200)	Capital Projects (300)	Utilities (600 & Up)	Grand Total
		Road Use (110)	Other				
Salaries - Roads/Streets		\$173,169					\$173,169
Benefits - Roads/Streets		\$66,685					\$66,685
Training & Dues		\$484					\$484
Building & Grounds Maint. & Repair		\$6,378					\$6,378
Vehicle & Office Equip Operation and Repair		\$13,883					\$13,883
Operational Equipment Repair		\$3,782					\$3,782
Street Lights	\$11,908						\$11,908
Other Utilities		\$1,173					\$1,173
Other Maintenance and Repair		\$4,523					\$4,523
Engineering	\$13,442						\$13,442
Insurance		\$7,208					\$7,208
Printing		\$128					\$128
Technology Expense		\$5,185					\$5,185
Other Professional Services		\$107					\$107
Minor Equipment Purchases		\$4,905					\$4,905
Office Supplies		\$240					\$240
Operating Supplies		\$17,573					\$17,573
Other Supplies		\$1,061					\$1,061
Heavy Equipment		\$186,284					\$186,284
Other Capital Equipment		\$3,082					\$3,082
Street - Preservation	\$206,493						\$206,493
Principal Payment				\$255,000			\$255,000
Interest Payment				\$75,443			\$75,443
Bond Registration Fees				\$450			\$450
Street Lighting	\$11,908	\$42,135					\$54,043
Traffic Control/Safety		\$3,938					\$3,938
Snow Removal		\$24,414					\$24,414
Depreciation & Building Utilities		\$8,815					\$8,815
Accounting/Recording		\$3,188					\$3,188
Street Cleaning		\$1,163					\$1,163

Street Finance Report for Huxley 2020

Total	\$243,751	\$579,503	\$0	\$330,893	\$0	\$0	\$1,154,147
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Street Finance Report for Huxley 2020

Revenues	General Fund Streets (001)	Special Revenues		Debt Service (200)	Capital Projects (300)	Utilities (600 & Up)	Grand Total
		Road Use (110)	Other				
Levied on Property	\$243,751			\$330,893			\$574,644
Licenses & Permits		\$3,161					\$3,161
State Revenues - Road Use Taxes		\$426,362					\$426,362
Local Contributions		\$10,165					\$10,165
Sale of Property & Merchandise		\$11,527					\$11,527
Total	\$243,751	\$451,215	\$0	\$330,893	\$0	\$0	\$1,025,859

Street Finance Report for Huxley 2020

Bond/Loan Description	Principal Balance As of 7/1	Total Principal Paid	Total Interest Paid	Principal Roads	Interest Roads	Principal Balance As of 6/30
General Obligation	\$3,065,000	\$255,000	\$75,443	\$255,000	\$75,443	\$2,810,000

Street Finance Report for Huxley 2020

Description	Model Year	Usage Type	Cost	Purchased Status
International Harvester 584 Tractor	1982	Purchased	\$11,990	No Change
International Harvester Dump Truck	1990	Purchased	\$11,000	No Change
Street Saw	1993	Purchased	\$1,289	No Change
Climline 105Gallon Tar Kettle	1998	Purchased	\$12,995	No Change
International Dump Truck	1999	Purchased	\$12,000	No Change
420D Backhoe	2001	Purchased	\$62,330	No Change
Chevy 2500 Truck	2003	Purchased	\$20,767	No Change
Cat Skid Steer	2004	Purchased	\$25,000	No Change
Tymco Model 600 BAH Street Sweeper	2006	Purchased	\$138,900	No Change
Snow Plow and Equipment	2006	Purchased	\$80,159	No Change
Chipper	2006	Purchased	\$24,400	No Change
International Dump Truck	2007	Purchased	\$52,000	No Change
Chevy 1500	2008	Purchased	\$22,000	No Change
Takeuchi TB016 Compact Excavator	2010	Purchased	\$22,945	No Change
VibraStrike II Concrete Leveler	2010	Purchased	\$1,650	No Change
Dewalt Sawzall Concrete Cutter	2010	Purchased	\$199	No Change
Cat Backhoe	2014	Purchased	\$62,330	No Change
Chevy 3/4 Ton Truck	2015	Purchased	\$28,635	No Change
521F ZBAR T4 Loader	2015	Purchased	\$111,162	No Change
F250 Truck	2015	Purchased	\$6,000	No Change
International Snow Plow	2019	Purchased	\$186,284	New

Street Finance Report for Huxley 2020

Project Description	Contract Price	Final Price	Contractor Name
Street Improvements Project	\$346,795	\$346,795	Manatt's

Street Finance Report for Huxley 2020

Summary	General Fund Streets (001)	Special Revenues		Debt Service (200)	Capital Projects (300)	Utilities (600 & Up)	Grand Total
		Road Use (110)	Other				
Beginning Balance		\$637,128					\$637,128
Expense	\$243,751	\$579,503		\$330,893			\$1,154,147
Revenue	\$243,751	\$451,215		\$330,893			\$1,025,859
Ending Balance		\$508,840					\$508,840

Resolution Number: 20-094

Execution Date: 9/30/2020

Signature: Jolene R. Lettow

COUNCIL COMMUNICATION

AGENDA HEADING:

Approving Contract for Professional Engineering Services with Veenstra & Kimm, Inc. for Design of Phase II of the East 1st Street Reconstruction Project

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 Phase II of the East 1st Street Reconstruction Project.

The project is the reconstruction of East 1st Street including removal and replacement of the roadway, storm sewers and drives. This phase of the project has been combined with Phase I of East 1st Street and will be conducted as one project, avoiding repeated impact to residential, business and emergency vehicle travel.

Additional information is below and in the attachments.

FISCAL IMPACT:

Amount: \$51,000

Funding Source: City of Huxley, fund, and account code to be established by the City Clerk/Finance Officer

ADDITIONAL INFORMATION: YES

- Work will include surveying, design conferences with staff, preparation of plans and specifications, obtaining permits and licenses, preparation of cost estimate, notice to contractors, bidding services, bid opening and contract award.
- Construction services will include conducting the pre-construction conference, consultation, observation, and inspection of all work performed by the contractor, review of all pay applications, resident review services, final review, and record drawings.
- Total project cost for the combined Phase I and Phase II sections of East 1st Street is \$795,840. Revenues for the project include \$365,000 in funding from CIRTPA (Central Iowa Regional Transportation Planning Agency) and \$426,000 in funds provided by the May 2020 bond issuance for 560th, Heart of Iowa Nature Trail and the East 1st Street project. Approximately \$4850.00 is proposed to be from FY 21/22 Road Use Tax (RUT)
- Bid letting for the project will occur in Spring 2021 with work initiated after July 1, 2021.

PREVIOUS COUNCIL ACTION(S): YES

A separate agreement with V & K was previously approved for engineering services for Phase I of the East 1st Street Project

BOARD/COMMISSION ACTION(S): NONE

COUNCIL COMMUNICATION

CITY ADMINISTRATOR RECOMMENDATION:APPROVAL

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

- Final design of the project
- Preparation of bid materials for letting of the project and public hearing
- Council approval of recommended contractor and related documents
- Construction of the project
- Final inspection of the improvements and Council acceptance of the project

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. 20-095

**RESOLUTION APPROVING PROFESSIONAL SERVICES AGREEMENT WITH
VEENSTRA & KIMM, INC. FOR PHASE II OF THE EAST 1ST STREET
RECONSTRUCTION PROJECT**

WHEREAS, the City of Huxley proposes to hire professional civil engineering services for the design and construction process for the East 1st Street Reconstruction Project and;

WHEREAS, Veenstra and Kimm, Inc. have presented an agreement describing the services to be provided and the associated cost not to exceed \$51,000 and;

WHEREAS, following design, work on the project is estimated to be initiated in Spring 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 Kimm, Inc is hereby approved.

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

PASSED, ADOPTED AND APPROVED this 13th day of October 2020.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 20-095** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 13th day of October 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)

October 6, 2020

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

CITY OF HUXLEY, IOWA
DESIGN AND CONSTRUCTION ADMINISTRATION
EAST 1ST STREET RECONSTRUCTION – PHASE 2
PROFESSIONAL ENGINEERING SERVICES AGREEMENT

Enclosed are two copies of the proposed engineering services agreement for the East 1st Street Reconstruction – Phase 2 project. If the agreement is acceptable to the City of Huxley, please arrange for execution of each document. Return one executed document to our office.

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

VEENSTRA & KIMM, INC.

A handwritten signature in blue ink, reading "Forrest Aldrich", is written over the company name.

Forrest S. Aldrich

FSA:dml
0-03
Enclosures

AGREEMENT

DESIGN AND CONSTRUCTION ADMINISTRATION EAST 1ST STREET RECONSTRUCTION – PHASE 2 CITY OF HUXLEY, IOWA

THIS AGREEMENT, made and entered into this _____ day of _____, 2020, by and between the **CITY OF HUXLEY, IOWA**, hereinafter referred to as the **City**, party of the first part, and **VEENSTRA & KIMM, INC.**, a corporation organized and existing under the laws of the State of Iowa, with principal office in West Des Moines, Iowa, party of the second part, hereinafter referred to as the **Engineers**,

WITNESSETH: THAT WHEREAS, the City received Federal funding through the Surface Transportation Block Grant (STBG) program for improvements to East 1st Street with said improvements referred to as the "**Project**" or "**East 1st Street Reconstruction – Phase 2**", and

WHEREAS, the City desires to retain the Engineers to perform Design and Construction Administration services for the Project, and

NOW, THEREFORE, it is hereby agreed by and between the parties hereto that the City does retain the Engineers for professional services as set forth herein for the Project. The Agreement is subject to the following terms, conditions and stipulations, to wit:

- 1. SCOPE OF PROJECT.** The improvements included in the Project are summarized as follows:
 - a. The reconstruction of East 1st Street starting at a point approximately 100 feet east of the intersection of East 1st Street and Highway 69 and extending to a point approximately 250 feet east of the intersection of East 1st Street and Parkridge Avenue; includes removal and replacement of the roadway, storm sewers and driveways. It is anticipated that the new/replacement Portland cement concrete street will be 7 inches thick, 31 feet wide, be installed on a modified subbase and have subdrains.
- 2. DESIGN SURVEYS.** The Engineers shall prepare their drawings from field topographic surveys. Field surveys will include those surveys necessary for the preparation of plans, specifications and easements.
- 3. DESIGN CONFERENCES.** The Engineers shall attend such design conferences with the City as may be necessary to make decisions as to the details of design of the Project.

4. **PLANS AND SPECIFICATIONS.** The Engineers shall prepare such detailed plans and specifications as are reasonably necessary and desirable for construction of the Project. The plans and specifications shall set forth all details required for construction of the improvements. The specifications will indicate the quality requirements of the City and the governmental agencies as to the standards for workmanship. The Project will include on bid letting, with plans prepared for an Iowa Department of Transportation (IDOT) state bid letting.
5. **ESTIMATE OF COST.** The Engineers shall prepare an estimate of cost for the construction contract to construct the improvements. The estimate of cost shall be based on the Engineers' best knowledge at the time of preparation of the estimate of cost. The Engineers shall not be responsible if the construction contract awarded for the Project varies from the Engineers' estimate of cost.
6. **EASEMENTS.** It is understood and agreed that easements will not be required of the Engineers as a part of the Scope of Project on this Project.
7. **ADVERTISEMENT FOR BIDS.** Advertisements for bids shall be done by the IDOT.
8. **GENERAL SERVICES DURING CONSTRUCTION.** The general services portion of the construction management services shall include the following:
 - a. Arrange for and attend a preconstruction conference to be attended by the successful bidder, his subcontractors, members of government agencies, utility representatives and representatives of the City.
 - b. Consult with and advise the City on problems that arise during construction.
 - c. Process and certify payment estimates of the contractor to the City.
 - d. Consult with and advise the City, and prepare routine change orders as required.
 - e. Coordinate work of testing laboratories.
 - f. Assist in the interpretation of plans and specifications.
 - g. Review shop drawings and data of manufacturers.
 - h. Process and certify payment estimates of the contractor to the IDOT.
 - i. Process material certifications to the IDOT.
 - j. Review subcontractor list with the IDOT for prequalification.
 - k. Organize and participate in material and final IDOT audits.

- l. Complete and file weekly working day reports.
 - m. Issue non-compliance statements as needed.
 - n. Prepare and file plan quantity agreements.
 - o. Prepare daily log reports, erosion control forms and weekly quantity summaries.
 - p. Prepare and submit Davis Bacon Wage interview forms.
 - q. Provide the City with plans showing the final as-built construction.
- 9. RESIDENT REVIEW.** Resident review service is understood to include the detailed observation and review of work of the Contractors and materials to determine compliance with the plans and specifications. Resident review services are offered on an hourly basis and will be required on a nearly continuous basis.
- 10. RESPONSIBILITY OF THE CITY.** Unless stated otherwise, the City shall furnish the following information: permission for access to private property to perform work.
- 11. COMPLETION.** The Engineers shall complete the work outlined in this Agreement within a time mutually agreed upon by the City Administrator and Engineers.
- 12. COMPENSATION.** The City shall compensate the Engineers for the services performed by the payment of fees determined as follows:
- a. For the scope of services set forth in **1. SCOPE OF PROJECT** through **7. ADVERTISEMENT FOR BIDS**, the fee will be the lump sum amount of Twenty-four Thousand Dollars (\$24,000).
 - b. For the scope of services set forth in **8. GENERAL SERVICES DURING CONSTRUCTION** through **9. RESIDENT REVIEW**, the total fee shall be based on the standard hourly fees for the time the Engineers' personnel are actually engaged in the performance of the work, plus direct out-of-pocket costs incurred by personnel who are actually engaged in the work. Based on the providing of not more than 120 hours of resident review, the total fee for general services during construction and resident review services shall not exceed the sum of Twenty-seven Thousand Dollars (\$27,000).

- 13. METHOD OF PAYMENT.** The Engineers shall submit monthly invoices for the actual costs for Project services completed to the end of the invoice period. The monthly invoices of the Engineers shall show the total fees due, the amounts paid to date and the balance of the amount of the contract.

Invoices shall be due and payable upon receipt and shall be paid by the City within thirty (30) days of the date of receipt of an approvable invoice.

- 14. TERMINATION OF AGREEMENT.** The City may terminate this Agreement for the convenience of the City upon seven (7) days written notice to the Engineers. In the event of termination for the convenience of the City, the Engineers shall be paid proportionately for the work and services performed to the date of termination.

- 15. INDEMNIFICATION.** The Engineers shall and hereby agree to hold and save the City harmless from any and all claims, settlements, and judgments, to include all reasonable investigative fees, attorneys' fees, suit and court costs for personal injury, property damage, and/or death arising out of the Engineers' or any of its agents', servants', and employees' errors, omissions, or negligent acts for services under this Agreement, and for all injury and/or death to any and all of the Engineers' personnel, agents, servants, and employees occurring under the Workers' Compensation Act of the State of Iowa.

- 16. INSURANCE.** The Engineers shall furnish the City with certificates of insurance by insurance companies licensed to do business in the State of Iowa, upon which the City of Huxley is endorsed as an additional named insured, in the following limits. It must be clearly disclosed on the face of the certificates that the coverage is on an occurrence basis.

General Liability*	\$1,000,000/2,000,000
Automobile Liability	1,000,000
Excess Liability (Umbrella)*	8,000,000/8,000,000
Workers' Compensation, Statutory Benefits Coverage B	1,000,000
Professional Liability**, ***	2,000,000/2,000,000

* Occurrence/Aggregate

**The Owner is not to be named as an additional insured

***Claims made basis

- 17. MODIFICATIONS TO AGREEMENT.** This Agreement may be modified upon written agreement by the City and the Engineers. In the event that any additional services are required of the Engineers that are over and above those described in this Agreement, the services shall not be done without express prior written agreement between the City and the Engineers. The scope of additional services, and fees to be charged, shall be specified in any such written authorization. Additional services to be provided by the Engineers after completion of the work set forth under this Agreement may include general services during construction, resident review, start-up services, preparation of an instruction and/or operation and maintenance manual, supervision of operation or other services that may be mutually agreed upon by the City and Engineers.
- 18. LEGAL SERVICES.** The City shall provide the services of an attorney experienced in legal matters pertaining to this type of project. The Engineers shall cooperate with said attorney and shall comply with his requirements as to form of contract documents and procedures relative to them.
- 19. SERVICES NOT INCLUDED.** Services not included under this Agreement include the following:
- a. Archaeological investigation services.
 - b. Environmental assessment services.
 - c. Property acquisition services.
 - d. Geotechnical services and investigation including soil borings.
 - e. Construction testing services.
 - f. Services associated with arbitration or litigation arising out of or in conjunction with the construction contract awarded by the City of Huxley for construction of the Project.
 - g. Services required for the evaluation of and determination to accept defective work by Contractor including required re-design services.
 - h. Assistance in connection with bid protests, rebidding or renegotiating contracts for construction, materials, equipment, or services, only so long as the original work is reasonably consistent with the Owner's program or other instruction.
 - i. Providing assistance in resolving any Hazardous Environmental Condition in compliance with current Laws and Regulations.
 - j. Construction staking. Construction staking will be provided by the Contractor.

20. CONTRACT PROVISIONS. The following provisions are incorporated in and made a part of this Agreement:

- a. The Engineers shall comply with Executive Order 11246 of September 24, 1965 entitled "Equal Employment Opportunity", as amended by Executive Order 11375 of October 13, 1967 and as supplemented in the Department of Labor Regulations (41 CFR Chapter 60).
- b. The Engineers shall comply with the Copeland "Anti-Kickback" Act (18 U.S.C. 874) as supplemented in Department of Labor Regulations (29 CFR Part 3).
- c. The Engineers shall comply with Sections 103 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-330), as supplemented by Department of Labor Regulations (29 CFR Part 5).
- d. The Engineers shall retain all required records for three (3) years after final payment and all other pending matters are closed.

21. REMEDIES. In the event the Engineers violates or breaches the terms of this Agreement the City may terminate the contract for cause as provided in **14. TERMINATION OF AGREEMENT** above. The City may seek any additional remedies available to it at law or in contract.

22. SUSPENSION.

- a. The Owner agrees that the Engineer is not responsible for damages arising directly or indirectly from any delays for causes beyond the Engineer's control. For purposes of this Agreement, such causes include, but are not limited to, strikes or other labor disputes; severe weather disruptions or other natural disasters or acts of God; fires, riots, war or other emergencies; failure of any government agency to act in a timely manner; failure of performance by the Owner; or discovery of any hazardous substances or differing site conditions. In addition, if the delays resulting from any such causes increase the cost or time required by the Engineer to perform its services in an orderly and efficient manner, the Engineer shall be entitled to a reasonable adjustment in schedule and compensation.
- b. If Engineer's services are extended by Contractor's actions or inactions for more than the scheduled final construction completion, as defined in the Contract Documents, through no fault of the Engineer, the Engineer will be entitled to equitable and agreeable adjustment of rates and amounts of compensation provided in this Agreement.

23. **BETTERMENT.** When a Change Order is necessitated by an act or omission of Engineer or an error in the design of the Project, responsibility for such act, omission, or error shall be determined in good faith by Owner and Engineer. To the extent that such act, omission, or error arose out of the lack of quality professional services provided by Engineer or of the lack of professional quality deliverables prepared by Engineer, Owner shall be entitled to an amount equal to the difference between the actual cost of the change work and the estimated cost of the change work (less added value to the Owner) if there had been no such act, omission, or error. Engineer shall pay such sum to Owner.
24. **ASSIGNMENT.** This Agreement and each and every portion thereof shall be binding upon the successors and assigns of the parties hereto. The Engineers shall not assign any interest in this Agreement and shall not transfer any interest in the same without prior written consent of the City.
25. **COMPLETENESS OF CONTRACT.** This document contains all terms and conditions of this Agreement. Any alterations shall be invalid unless made in writing, signed by both parties and incorporated as an amendment to this Agreement.

The undersigned do hereby covenant and state this Agreement is executed in duplicate as though each were an original and there are no oral agreements that have not been reduced to writing in this instrument.

It is further covenanted and stated there are no other considerations or monies contingent upon or resulting from the execution of this Agreement nor have any of the above been implied by or for any party to this Agreement.

IN WITNESS WHEREOF, the parties hereto have hereunto subscribed their names on the date first written above.

CITY OF HUXLEY, IOWA

ATTEST:

By _____
Mayor

By _____
City Clerk

VEENSTRA & KIMM, INC.

ATTEST:

By Forrest Albrecht
President

By Deb Luke

HOURLY RATES BY EMPLOYEE CLASSIFICATION
(Effective July 2020)

Management I	\$181.00
Management II	175.00
Process Engineer I	199.00
Client Services I	175.00
Client Services V	66.00
Engineer I-A	181.00
Engineer I-B.....	172.00
Engineer I-C	163.00
Engineer I-D	156.00
Engineer II-A	147.00
Engineer II-B.....	138.00
Engineer III-A	130.00
Engineer III-B.....	124.00
Engineer III-C	121.00
Engineer IV	117.00
Engineer V	109.00
Engineer VI	102.00
Engineer VII	98.00
Engineer VIII	95.00
Engineer IX.....	88.00
Engineer X.....	78.00
Engineer XI.....	72.00
Engineer XII.....	63.00
Design Technician I.....	104.00
Design Technician II.....	92.00
Architect	110.00
Planner I	113.00
Planner II	75.00
Planner III	69.00
Drafter IA	103.00
Drafter IB	96.00
Drafter II	90.00
Drafter III	84.00
Drafter IV	75.00
Drafter V	65.00
Drafter VI	60.00
Drafter VII	47.00
Clerical I	93.00
Clerical II	66.00
Clerical III	57.00
Clerical IV	50.00
Clerical V.....	42.00
Construction Manager	175.00
Surveyor I.....	123.00
Surveyor II.....	105.00
Technician I	90.00
Technician II	83.00

Technician III	76.00
Technician IV	74.00
Technician V	67.00
Technician VI	62.00
Technician VII	51.00
Technician VIII	45.00
Technician IX	37.00
Building Inspector I	172.00
Building Inspector I-A	115.00
Building Inspector II	90.00
Building Inspector III	68.00
Robotics	30.00/Hour
GPS	30.00/Hour
Leica Total Station	20.00/Hour
Total Station Robotics	15.00/Hour
Tablet	45.00/Hour
Fluoroscope	50.00/Hour
4-Wheeler	45.00/Hour
Drone	75.00/Hour
Mileage	IRS Rate

COUNCIL COMMUNICATION

AGENDA HEADING:

Approving Payment No. 4 for the Heart of Iowa Nature Trail Project

SUBMITTED BY:

Rita Conner, City Administrator

SYNOPSIS:

Veenstra and Kimm, Inc (Jordan Kappos, P.E., 3000 Westown Parkway West des Moines, Iowa 50266) has submitted pay application No. 4 from Caliber Concrete, LLC (Jason Martin, PO Box 248 Adair, Iowa 50002) for work complete between September 2 and October 6, 2020 on the Heart of Iowa Nature Trail project.

Additional information is below and in the attachments.

FISCAL IMPACT:

Amount: \$3031.25

Funding Source: City of Huxley: Org and Fund code provided by the City Clerk/Finance Officer

ADDITIONAL INFORMATION: YES

- Work in this pay request includes seeding
- Submittal for final reimbursement to the Iowa Department of Transportation Systems Planning Office will be completed at the project conclusion

PREVIOUS COUNCIL ACTION(S): YES

- September 8, 2020 Approval of Payment No 3 for Heart of Iowa Nature Trail Project
- August 18, 2020 Approval of Payment No 2 for Heart of Iowa Nature Trail Project
- June 23, 2020 Approval of Payment No 1 for Heart of Iowa Nature Trail Project
- February 11, 2020: Approval of contract in the amount of \$374,253.64

CITY ADMINISTRATOR RECOMMENDATION: APPROVAL

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

- Finalize 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. 20-096

**RESOLUTION APPROVING PAY APPLICATION NO. 4 FOR THE
HEART OF IOWA NATURE TRAIL PROJECT**

WHEREAS, the City of Huxley approved a contract with Caliber Concrete, LLCs on February 1, 2020 to conduct the Heart of Iowa Nature Trail Project Huxley and;

WHEREAS, Veenstra & Kimm, Inc has presented the fourth payment application from the contractor in the amount of \$3031.25 and;

WHEREAS, the application has been reviewed and found to be appropriate and reasonable for seeding work completed between September 2 and October 6, 2020.

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

Payment application No. 4 is hereby approved.

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

PASSED, ADOPTED AND APPROVED this 13th day of October 2020.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 20-096** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 13th day of October 2020

Kevin Deaton, Mayor

ATTEST:

Jolene R. 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)

October 7, 2020

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

HUXLEY, IOWA
HEART OF IOWA NATURE TRAIL PAVING - HWY 69 TO 320TH STREET
PARTIAL PAY ESTIMATE NO. 4

Attached is an electronic copy of Partial Pay Estimate No. 4 for work on the Heart of Iowa Nature Trail Paving – Hwy 69 to 320th Street project, under the contract between the City of Huxley and Caliber Concrete LLC dated March 18, 2020. The partial pay estimate is for the period September 2, 2020 to October 6, 2020.

Partial Pay Estimate No. 4 is for seeding. We have checked the estimate and recommend payment to Caliber Concrete LLC in the total amount of \$3,031.25.

Please sign Partial Pay Estimate No. 4 in the space provided and return a signed copy of the partial pay estimate to our office. Please return a signed copy of Partial Pay Estimate No. 4 to Caliber Concrete LLC with payment. A signed copy should also be kept for your files.

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

VEENSTRA & KIMM, INC.

A handwritten signature in blue ink that reads "Jordan Kappos".

Jordan Kappos

JDK
45250
Enclosures
cc: Caliber Concrete LLC

*West Des Moines, IA • Coralville, IA • Dubuque, IA • Mason City, IA • Sioux City, IA
Cedar Rapids, IA • Rock Island, IL • Springfield, IL • Liberty, MO • Rochester, MN*

ESTIMATE OF ROAD OR BRIDGE WORK ON NONSTATE ROADS/STREETS
CITY OF HUXLEY - HEART OF IOWA NATURE TRAIL PAVING FROM HWY 69 TO 320TH STREET
 Contract No.: 85-3630-092
 County: Story
 Project No.: TAP-R-3630(092)-81-85
 Accounting ID: 36528
 Payable To: Caliber Concrete LLC
 Address: PO Box 248
 Adair, IA 50002

Cost Center: PCC Sidewalk/Trail
 Type of Work: 10/7/2020
 Date of This Est.: 4
 Estimate No.: 2 Total
 Sheet No.:

Project Covered Under General Supplemental Specification GS-15009

LINE NO.	Plan Quantity Item By Specification	ITEMS DESCRIPTION	UNIT OF MEASURE	RATES	QUANTITIES (EWO'S INCLUDED)				AMOUNTS (EWO'S INCLUDED)				% OF CONTRACT
					DIVISION 1 CONTRACT	DIVISION 2 CONTRACT	DIVISION 1 ACTUAL	DIVISION 2 ACTUAL	DIVISION 1 CONTRACT	DIVISION 2 CONTRACT	DIVISION 1 ACTUAL	DIVISION 2 ACTUAL	
1	2101-0850002	CLEARING AND GRUBBING	ACRE	\$ 4,400.00	1.50		1.50		6,600.00		6,600.00		100.00%
2	2102-2625000	EMBANKMENT-IN-PLACE	CY	\$ 22.00	1165.00		1165.00		25,630.00		25,630.00		100.00%
3	2121-7425020	GRANULAR SHOULDERS, TYPE B	TON	\$ 33.00	21.00		21.00		693.00		693.00		100.00%
4	2123-7450000	SHOULDER CONSTRUCTION, EARTH	STA	\$ 275.00	19.00		19.00		5,225.00		5,225.00		100.00%
5	2414-6444100	STEEL PIPE PEDESTRIAN HAND RAILING	LF	\$ 200.00	50.00				10,000.00				
6	2416-1541036	REMOVE AND REINSTALL RIGID PIPE CULVERT LESS THAN OR EQUAL TO 36 INCHES	LF	\$ 105.00	70.00				7,350.00				
7	2417-1060018	CULVERT, CMP ROWY, 18 IN.	LF	\$ 47.00	28.00		30.00		1,316.00		1,410.00		107.14%
8	2417-1461036	REMOVE AND REINSTALL CORRUGATED PIPE CULVERT LESS THAN OR EQUAL TO 36 INCHES	LF	\$ 52.50	294.00		250.00		15,435.00		13,125.00		85.03%
9	2431-0000100	SEGMENTAL BLOCK RETAINING WALL	SF	\$ 30.00	820.00		820.00		24,600.00		24,600.00		100.00%
10	2510-6745850	REMOVAL OF PAVEMENT	SY	\$ 14.00	90.00	260.00	90.00	260.00	1,260.00	3,640.00	1,260.00	3,640.00	100.00%
11	2511-0302500	RECREATIONAL TRAIL, PORTLAND CEMENT CONCRETE, 5 IN.	SY	\$ 44.08	3790.00		3372.00		167,063.20		148,637.76		88.97%
12	2511-0310100	SPECIAL COMPACTION OF SUBGRADE FOR RECREATIONAL TRAIL	STA	\$ 420.00	35.00		35.00		14,700.00		14,700.00		100.00%
13	2511-7526006	SIDEWALK, P.C. CONCRETE, 6 IN.	SY	\$ 68.22	72.00		97.80		4,911.84		6,671.92		135.83%
14	2511-7528101	DETECTABLE WARNINGS	SF	\$ 125.00	48.00		60.00		6,000.00		7,500.00		125.00%
15	2515-2475006	DRIVEWAY, P.C. CONCRETE, 6 IN.	SY	\$ 54.84	55.00	260.00	124.44	266.15	3,016.20	14,258.40	6,824.29	14,595.67	124.00%
16	2524-6765010	REMOVE AND REINSTALL SIGN, AS PER PLAN	EACH	\$ 1,100.00	1.00		1.00		1,100.00		1,100.00		100.00%
17	2526-8285000	CONSTRUCTION SURVEY	LS	\$ 4,500.00	1.00		1.00		4,500.00		4,500.00		100.00%
18	2528-8445110	TRAFFIC CONTROL	LS	\$ 18,500.00	1.00		1.00		18,500.00		18,500.00		100.00%
19	2528-8445113	FLAGGERS	EACH	\$ 495.00	2.00				990.00				
20	2533-4980005	MOBILIZATION	LS	\$ 27,000.00	1.00		1.00		27,000.00		27,000.00		100.00%
21	2601-2636043	SEED + FERTILIZE (RURAL)	ACRE	\$ 750.00	1.50		1.50		1,125.00		1,125.00		100.00%
22	2601-2636044	SEED + FERTILIZE (URBAN)	ACRE	\$ 2,000.00	1.00		1.00		2,000.00		2,000.00		100.00%
23	2602-0000312	PERIMETER AND SLOPE SEDIMENT CONTROL DEVICE, 12 IN. DIA.	LF	\$ 2.50	2400.00		2040.00		6,000.00		5,100.00		85.00%
24	2602-0000350	REMOVAL OF PERIMETER AND SLOPE SEDIMENT CONTROL DEVICE	LF	\$ 0.35	2400.00				840.00				
25	2602-0010010	MOBILIZATION, EROSION CONTROL	EACH	\$ 500.00	1.00		0.50		500.00		250.00		50.00%

ESTIMATE OF ROAD OR BRIDGE WORK ON NONSTATE ROADS/STREETS
CITY OF HUXLEY - HEART OF IOWA NATURE TRAIL PAVING FROM HWY 69 TO 320TH STREET

Cost Center:
Type of Work: PCC Sidewalk/Trail
Date of This Est.: 10/7/2020
Estimate No.: 4
Sheet No.: 2 Total

Contract No.: 85-3630-092

County: Story

Project No.: TAP-R-3630(092)--8T-85

Accounting ID: 36528

Payable To: Caliber Concrete LLC
Address: PO Box 248
Adair, IA 50002

We, the undersigned certify that the items and amount listed hereon
are true and correct to the best of our knowledge.

Michael M. Nelson
(Michael Nelson) Office Controller 10.7.2020
Date

Veenstra & Kimm, Inc.

Jordan Kappos

Project Engineer (Jordan Kappos)

10/7/2020
Date

City of Huxley

Date

Original Contract Amount \$356,355.24
Approved Contract Amount \$17,898.40
\$356,355.24 \$17,898.40 \$ 322,451.97 \$ 18,235.67 91.03%

Total Completed To Date = \$ 340,687.63
Amount Retained @ 3% = \$ 10,220.63
Eligible Amount = \$ 330,467.00
Previously Reimbursed = \$ 327,435.75
Amount Due & Payable = \$ 3,031.25

RESOLUTION NO. 20-097

RESOLUTION APPROVING SIGNAGE FOR WESTVIEW HEIGHTS PLAT 3

WHEREAS, Westview Heights Plat 3 was approved in final form and public improvements accepted at the August 25, 2020 Council meeting and;

WHEREAS, traffic signage is required to be installed in the development at developer cost and;

WHEREAS, the Huxley Police Chief has provided a map of recommended signage locations for Council approval.

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

The traffic signage for Westview Heights Plat 3 as presented is hereby approved.

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

PASSED, ADOPTED AND APPROVED this 13th day of October 2020.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 20-097** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 13th day of October 2020

Kevin Deaton, Mayor

ATTEST:

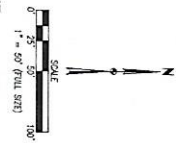
Jolene R. Lettow, City Clerk

WESTVIEW HEIGHTS PLAT 3 FINAL PLAT

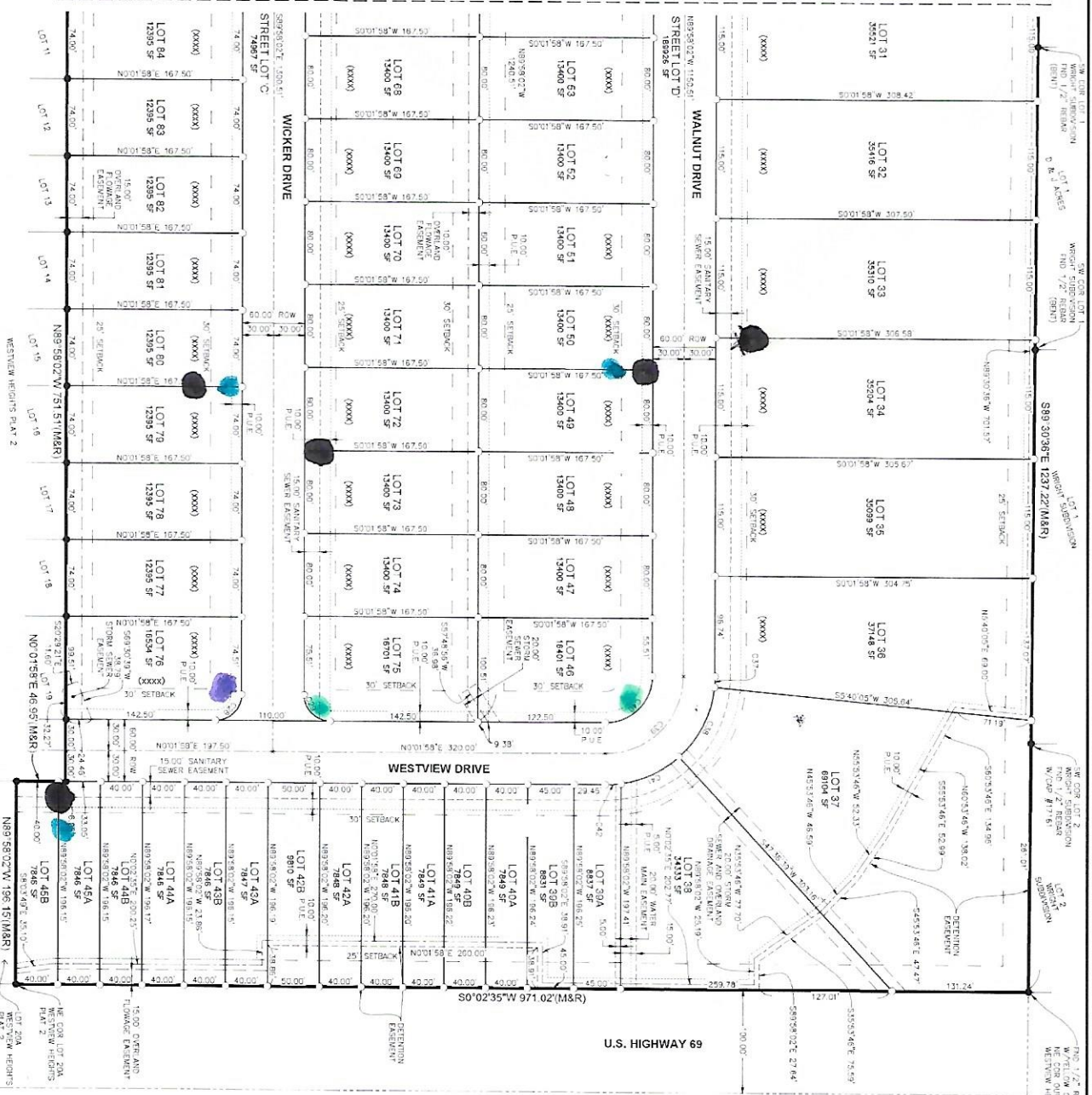
LEGEND

SECTION CORNER AS NOTED
(UNLESS OTHERWISE NOTED)
MEASURED BEARING & DISTANCE
DECEDED BEARING & DISTANCE
CURVE AND LENGTH
LOT ADDRESS
CENTRINE
EASEMENT LINE
PLAT BOUNDARY

ROUND SET
M
R
D
P
A
(254)

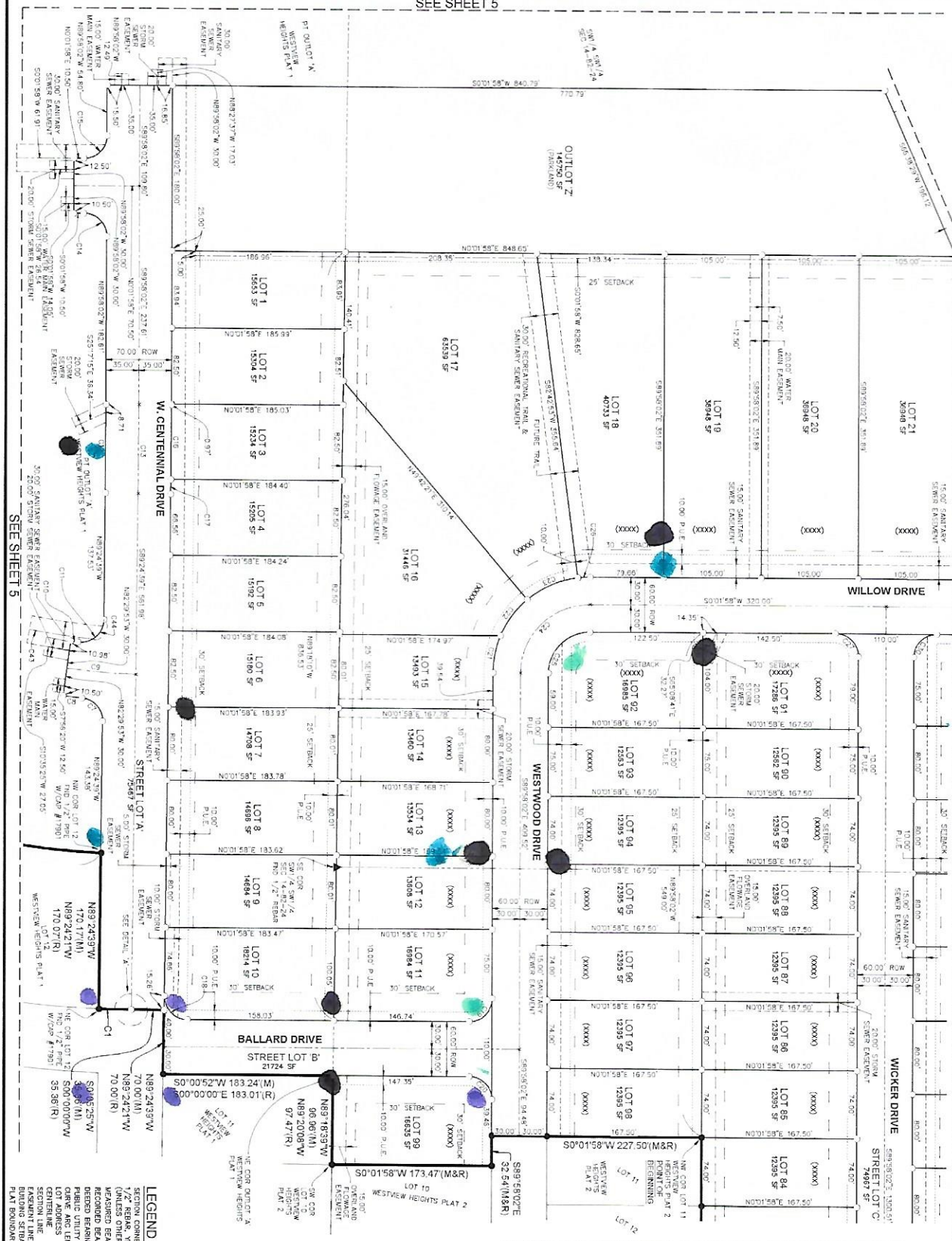


SEE SHEET 3



No Parking
35 MPH
Stop Sign

SEE SHEET 4



DETAIL 'A'

LEGEND

	SECTION CORNER AS NOTED	▲
	1/2" REBAR, YELLOW PLASTIC CAP#15980	△
	(UNLESS OTHERWISE NOTED)	○
	MEASURED BEARING & DISTANCE	N
	RECORDED BEARING & DISTANCE	R
	DEEDED BEARING & DISTANCE	D
	PUBLIC UTILITY EASEMENT	PL
	CURVE ARC LENGTH	A/L
	LOT ADDRESS	(1234)
	CENTLINE	
	SECTION LINE	
	BUILDING STRIKE LINE	
	PLAY BOUNDARY	

III

1906.296


WESTVIEW HEIGHTS PLAT 3
FINAL PLAT

HUXLEY, IOWA



3405 S.E. CROSSROADS DRIVE, SUITE G
GRIMES, IOWA 50111
PHONE: (515) 369-4400 FAX: (515) 369-4410

ENGINEER:	TECH: JAE	REVIEW
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[illegible]

FINAL PLAT

z-

PLAT BOUNDARY





MEMORANDUM

To: Honorable Mayor Kevin Deaton & City Council
From: Heather Denger
Date: 10/2/20
Re: Parks & Recreation October 2020 Department Report

3C's Update

- Membership Update

	12 Month Memberships	6 Month Memberships	3 Month Memberships	EFT Bank Memberships	Total Active Memberships
2020	320	54	5	57	436
2019	323	78	1	66	468
2018	298	65	0	72	435

- There were 1,287 total visits to the Citizens Community Center during September 2020.
- Flag Football is finishing up. It was a shorter CIRL this year so we are doing play offs after regular season is over.
- Volleyball is finishing up. It was also a shorter CIRL season so teams will play additional game after regular season.
- Youth Soccer is currently happening. As a reminder, we were going to have Menace Soccer however they cancelled due to COVID. Since that happened we decided to run our old program style. There are five 3-4 year old teams and four 5-6 year old teams. We cancelled the 7-8 year old program because there were no volunteer coaches.
- There have been no Lunch and Learns since COVID.
- The roof at the 3 c's has been patched and we are working on repairs from the Derecho.

Parks & Trails Update

- We are working on getting estimates for tree removal at the parks and ROW from the Derecho.
- Final ground seeding of HOINT is finished.

Parks & Recreation Board Update

- Our October park board meeting is Monday, October 5th at 6pm in Council Chambers.
- Park Board is working on the Family Fall Festival. It is going to be much bigger this year as a celebration of the community. There will be food trucks, a petting zoo, face painting, multiple vendors, hay rides, pumpkins, cider and donuts. It is scheduled for Sunday, October 18th from 1-4pm at Centennial Park.



Tree Board Update

- Tree Board met Monday, September 21 and discussed tree removal, trimmings and our plans for replanting at parks.
- We have ordered 200 seedlings to give out to the community. They will be here late October.



P.O. Box 5
515 North Main Avenue
Huxley, Iowa 50124

Phone 515/597-2552
Fax 515/597-2554

huxleylibrary@huxleyiowa.org
huxleyiowa.org/public-library

Library Report, October, 2020

- The delivery system and relationship with Ballard Middle School is going well. Our newsletters go to the kids bi-weekly, deliveries and pick-up happen daily, and we're averaging 20 check-outs a day. The numbers change daily, but we're averaging 1/2 of the student body has a library book at all times.
- One adult book club has started meeting monthly in the library. We offer a zoom connection for those distancing and still wanting to participate. Approaching the holidays, we would like to offer some craft and movie opportunities. We have plenty of space and if necessary, can control registration numbers.
- All children's programs (Know & Grow) are offered virtually. There is a pick-up kit for crafts and an interactive Facebook room for families to get together weekly with Jessica. Registration for this program continues to increase and some is from out of town.
- September circulation numbers are up. Partially with the addition of students, and we constantly see an increase in traffic.
- Our annual survey to the state has been submitted. The library Trustees and I are currently working on our accreditation application, which is submitted every 3 years.
- The library continues to offer a wide range of services both in-house and on-line for materials, research, programs and reference.

Cathy Van Maanen
Director of Library Services

Huxley Public Library - Monthly Report

Librarian's Report to the Library Board of Trustees for the month of Sept 2020

NEW PATRONS REGISTERED

5	City Adult
1	City Youth
2	County or area Adult
	County or area Youth
8	Total

CIRCULATION

253	Largest daily circulation
35	Smallest daily circulation
134	Average daily circulation
319	Rural Story County circulation
0	Other rural circulation
290	Other cities circulation
470	Ballard Student circulation
40	Ballard Teacher circulation
38	ILL Sent
21	ILL Received

OTHER SERVICES

1672	Door Counter
6	Adult Program attendance
	Youth Program attendance

CIRCULATION DETAILS

Print Materials:

244	Adult Non-Fiction
475	Adult Fiction
354	Young Adult
34	Juvenile Non-Fiction
575	Juvenile Fiction

1184 Easy Books

7 Periodicals

2873 Total Print

Non-Print Materials

329 DVDS

4 Audio/CDs

Other (kits, etc)

333 Total Non-Print

3206 Total of Materials Loaned

Other

333 Downloadables

105 Computer Usage

438 Total Other

3644 GRAND TOTAL

RECEIPTS FROM PETTY CASH

\$ 63.00	Copier / printer
\$ 40.00	FAX fees
\$ 92.09	Fines
	Donations
\$ 195.09	Total Cash Receipts

September 2020 Public Works Report

All the seasonal part-time help have returned to college. We continue to address all the storm related damaged items that still need to be fixed or repaired. We have several signs that were damaged that need replaced including posts and signs that we are repairing as supplies arrive.

To date we have replaced the following:

42 Steel Delineator Posts

34 Wood 4x4 posts

15 new speed limit signs

16 new stop signs

10 no parking signs

23 street name signs

I am sure this list will still grow some before we have identified all the posts and signs that need repaired or replaced but we think we're getting close.

We continue to clean up tree limbs that we can get to and that have fallen since the storm event. We removed a tree that was laying across the creek on a property on sand cherry that the property owners were wanting remove off their yard.

Working on bids for damaged equipment and property damage with the insurance adjuster so we can get the repairs completed. I have also identified about 45 to 50 trees in the right-of-ways which includes stumps that the City is also addressing with the insurance to have these removed in the very near future. This could be a fairly hefty price tag to have them removed. City staff will help on the removals that the Insurance may not cover to limit any out of pocket expenses.

I hope I have done my last quarterly report for the North Lift Station Mitigation Project. All I need to do now is prove to FEMA that we have received and deposited the funds from the State and Feds for the project, send an as-built of the project and write a close out letter and I should be able to final it out. Had the contractor back to reseed the area since the initial seeding was not taking well.

Working on items and paperwork for Covid -19 and FEMA storm related damages.

We have identified several cracked panels on Meadow Lane Plat 2 and we notified the contractor and developer that they will need to be repaired and/or replaced. The bond is up on this plat and we wanted to make sure the panels were repaired while the bond is still active. The developer and his contractors are working together to make the necessary repairs so we can release the bond.

The street overlay project contractor (Manatt's) has addressed most of all the punch list items and we will be closing this project out very soon. All the overlayed areas look very good and seem to be holding up well.

Westview plat 3 has completed the majority of the punch list items and anything that is left is minuscule that will be taken care of with some final grading around a few structures. We already have some basements being built on this plat.

Still waiting for the street lights to be installed on meadow lane plat 4 and I have been working with Alliant to get these in as soon as possible. The storm event has set them back a little and they hope to have them up very soon. Have also been working with Alliant on any storm related wires and street lights and poles that need to be repaired and replaced.

CTI is on site to do the trimming and paving of 560th. They have already started paving the access to the park driveway and parking. We hope to have all the paving completed by the 16th of October and then we can start the R.O.W. grading and shaping of the ditches.

Had the turn lanes painted on Deerwood Drive at the intersection of East 1st and completed the North end of the Bike/Trail sidewalk by Kading's contractors. These were the last two things on the extended performance bond that needed done to close it out for the Villa's Home Development.

Wastewater staff spent most of August and early September assisting the Street Dept. on storm cleanup. The wastewater plant saw very little damage which we are thankful for. We are still waiting for a contractor to get back to us on fixing the fence at the old WW plant that was damaged by the neighbor's tree falling on the fence.

The North lift station generator has been installed and is operating properly. The old generator has been listed on gov deals to be sold and the auction will end on the 18th of October

The biosolids were removed from the biosolids holding tanks and were land applied by a contractor that we hired in August and our spikes of ammonia have seized for the time being.

The Oak lift station generator has almost 180 hrs. from running during the storm and is performing well. The installation was just completed about a week and a half before the storm event which we were very fortunate.

Staff is working with Accujet to figure out what areas of town we will be jetting for our yearly contract, we hope to hear something by the end of the week for when they will be starting.

Oil changes have been completed on most of the equipment at the wastewater plant that is outdoors, and everything is performing well.

We have ordered some parts for our UV communication wires and they should be here by the end of the week. We have had some issues with it showing alarms when there is none present. We think the new wires and bulkheads we have on order will solve this problem.

We have been cleaning and performing general preventative maintenance on equipment to be ready for winter at the wastewater plant.

We have received our results back from our yearly ERA testing and we passed all sections to which we were tested on. This test is used to be sure our lab can perform quality testing. This is a requirement of the IDNR and the lab certification program.

The high loadings seem to be coming down slightly, but we are still pressing to have CMC get their evaporator going ASAP.

We will also be working with our contract farmer to haul sludge out of our bio-solids holding tanks at the end of October or November when time permits and he can get his hauler scheduled.

With the Derecho taking up so much of our time in August and early September we have been getting as much as we can done. With maintenance and our daily operation checks the plant is performing well.

In the month of September, the Huxley Water Plant treated 11,636,000 gallons of water. A maximum of 502,000 gallons of water per day, and a minimum of 248,000 gallons per day, and average daily treated water of 387,500 gallons per day. Water consumption is decreasing with the cooler weather.

We had our sanitary survey done this past month with the IDNR which is actually an inspection of the water plant, well fields, distribution and record keeping, by IDNR field staff. Keith believes it went well with no violations that he is aware of anyway, but he feels that we will probably have a recommendations that they will document for us to look into. They will send a report for us to follow up on in the next couple of weeks. We will make this report available to the council at the next council meeting for you review.

Had to repair a couple fire hydrants that where snapped off from storm event this past month. We are also waiting on parts for an old Eddy hydrant that got broke off by the KI building at the corner of Lynwood and Main Avenue which is inoperable at this time until the parts show up and the repairs can be made.

Accu Jet will be in town this next month to do sanitary main cleaning AJ and Keith are going to try to coordinate schedules so they can get the second filter media changed out.

We will be doing Fire hydrant flushing in the month of October if weather cooperates.

Staff has removed several large limbs that were laying over the bike path that was unsafe for bicycles and pedestrians that are using the trail. We also cleaned up the edges of the trail so the contractor could get in to do the final grading and seeding along the trails edges which has been completed. Looks very good. We still have a few large cottonwood trees that will need to be removed in the future.

Jeff Peterson

Calls For Service by Nature Code

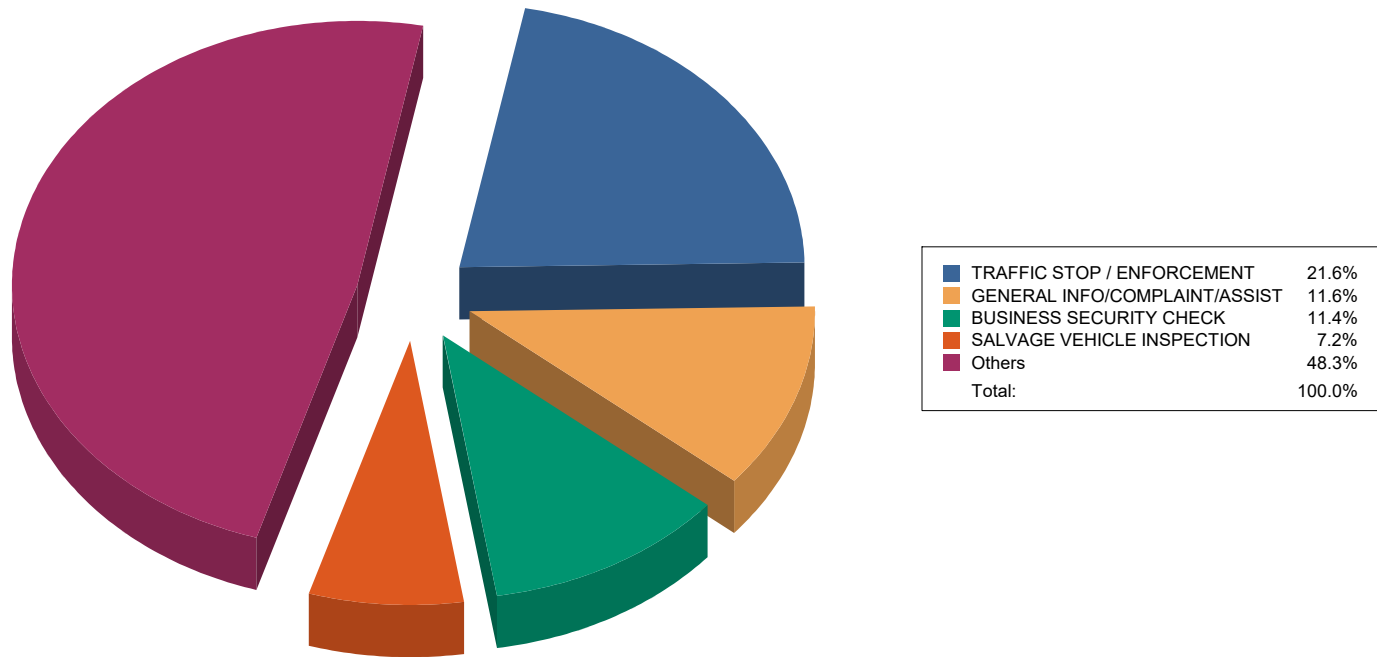
Huxley Police
9/01/20 to 9/30/20

ANIMAL CALL	Number of CFS:	17	Percentage of Total:	3.71%
ATTEMPT SUICIDE / SUICIDE	Number of CFS:	1	Percentage of Total:	0.22%
BUS VIOLATION	Number of CFS:	6	Percentage of Total:	1.31%
BUSINESS SECURITY CHECK	Number of CFS:	52	Percentage of Total:	11.35%
CITIZEN CONTACT	Number of CFS:	4	Percentage of Total:	0.87%
CITY CODE ENFORCEMENT	Number of CFS:	24	Percentage of Total:	5.24%
CIVIL MATTER	Number of CFS:	3	Percentage of Total:	0.66%
DISTURBANCE & NOISE PARTY	Number of CFS:	8	Percentage of Total:	1.75%
DOMESTIC DISPUTE	Number of CFS:	1	Percentage of Total:	0.22%
DRUG ACTIVITY/INVESTIGATION	Number of CFS:	1	Percentage of Total:	0.22%
EQUIPMENT/SIGN MALFUNCTION	Number of CFS:	1	Percentage of Total:	0.22%
EXTRA PATROL	Number of CFS:	5	Percentage of Total:	1.09%
FIGHT IN PROGRESS	Number of CFS:	1	Percentage of Total:	0.22%
FINGER PRINTING	Number of CFS:	17	Percentage of Total:	3.71%
FIRE ALARM	Number of CFS:	2	Percentage of Total:	0.44%
FIRE OTHER	Number of CFS:	1	Percentage of Total:	0.22%
FOLLOW UP	Number of CFS:	18	Percentage of Total:	3.93%
GENERAL ALARM BANK / RESIDENTI	Number of CFS:	3	Percentage of Total:	0.66%
GENERAL ASSAULT	Number of CFS:	1	Percentage of Total:	0.22%
GENERAL INFO/COMPLAINT/ASSIST	Number of CFS:	53	Percentage of Total:	11.57%
HARASSMENT	Number of CFS:	4	Percentage of Total:	0.87%
HIT & RUN PROPERTY DAMAGE	Number of CFS:	1	Percentage of Total:	0.22%
JUVENILE TROUBLE	Number of CFS:	6	Percentage of Total:	1.31%
LAW DEPARTMENT ASSIST	Number of CFS:	6	Percentage of Total:	1.31%
LINES DOWN	Number of CFS:	1	Percentage of Total:	0.22%
LOST OR FOUND PROPERTY	Number of CFS:	6	Percentage of Total:	1.31%
MEDICAL ASSIST/AMBULANCE CALL	Number of CFS:	16	Percentage of Total:	3.49%
MISSING PERSON / RUNAWAY	Number of CFS:	1	Percentage of Total:	0.22%
MOTOR VEH CRASH / UNK INJURY	Number of CFS:	1	Percentage of Total:	0.22%
MOTOR VEH CRASH/PROP DAMAGE	Number of CFS:	8	Percentage of Total:	1.75%
MOTORIST ASSISTANCE	Number of CFS:	5	Percentage of Total:	1.09%
OPERATING WHILE INTOXICATED	Number of CFS:	1	Percentage of Total:	0.22%
PARKING ENFORCEMENT/COMPLAINT	Number of CFS:	4	Percentage of Total:	0.87%
RECKLESS DRIVER	Number of CFS:	9	Percentage of Total:	1.97%
RESIDENCE CHECK	Number of CFS:	1	Percentage of Total:	0.22%
SALVAGE VEHICLE INSPECTION	Number of CFS:	33	Percentage of Total:	7.21%
SCAM	Number of CFS:	2	Percentage of Total:	0.44%

SUSPICIOUS PERSON/VEH/ACTIVITY	Number of CFS:	12	Percentage of Total:	2.62%
THEFT / FRAUD / FORGERY	Number of CFS:	6	Percentage of Total:	1.31%
TRAFFIC HAZARD	Number of CFS:	7	Percentage of Total:	1.53%
TRAFFIC STOP / ENFORCEMENT	Number of CFS:	99	Percentage of Total:	21.62%
TRESPASS	Number of CFS:	1	Percentage of Total:	0.22%
TRUANCY	Number of CFS:	2	Percentage of Total:	0.44%
VANDALISM / CRIMINAL MISCHIEF	Number of CFS:	1	Percentage of Total:	0.22%
VEHICLE FIRE	Number of CFS:	1	Percentage of Total:	0.22%
VEHICLE UNLOCK	Number of CFS:	2	Percentage of Total:	0.44%
WELFARE CHECK	Number of CFS:	3	Percentage of Total:	0.66%

Total CFS:	458
------------	-----

Percentage of CFS by Nature Code



Huxley Police Department
City of Huxley
Report for September 2020

September 1st, 2020 3:24 PM

Officer responded to the 500 block of Preston for a male who was part of a tree cutting crew who was threatening people and other employees at the job site. The male was removed without incident. Another member of the crew, a 28-year-old Bondurant man, had a warrant for his arrest. Story County Jail would not accept the male citing Covid policy.

September 1st, 2020 4:39 PM

Officer responded to a three-vehicle accident on Highway 69 near 306th Lane. All three vehicles were drivable and there were no injuries.

September 2nd, 2020 9:27 AM

Officer responded to a report of a dog bite at the 200 block of Cypress. A dog belonging to a Huxley woman slipped out of its' collar and bit the victim drawing blood. This is the first recorded incident with this dog which was up to date on shots.

September 3rd, 2020 3:48 PM

Officer received a report of a stolen bike at the 100 block of Race Street. Report was taken and investigation is ongoing.

September 3rd, 2020 8:10 PM

Officer responded to a report of a missing child at the 500 block of Larson. The missing child, a 13-year-old, had last been seen hours ago and is not answering his phone. The juvenile was located after a short time.

September 6th, 2020 6:32 PM

Officer received a call at the 200 block of Campus Ave (Toybox Storage) of two individuals that had entered the property and appeared to attempt entry into a parked car. Video surveillance was taken and the two could not be identified. No entry was made into the vehicle.

September 7th, 2020 8:49 AM

Officer received a lost wallet that was turned in by a citizen. The owner of the wallet was contacted and took possession of the missing property later that same night.

September 7th, 2020 11:49 AM

Officer responded to a fight in progress involving three juveniles at the 500 block of E 1st Street. The altercation was broken up and parents of the children were contacted. All parties agreed that the parents would handle the situation further and no charges would be pursued.

September 8th, 2020 7:17 AM

Officer responded to a single vehicle crash at the intersection of 4th and Park. A vehicle operated by a Des Moines woman lost control and struck a tree causing front end damage. The vehicle driver left the scene and neglected to make a report until officers contacted her.

September 9th, 2020 10:36 AM

Officer was asked to check the welfare of two juveniles at the 800 block of Ashwood. A report was made and forwarded to Dept of Human Services.

September 10th, 2020 11:48 AM

Officer responded to a criminal mischief complaint at the 100 block of Race Street. A lawn mower tire and vehicle tires had been the prior night. Investigation ongoing.

September 10th, 2020 4:49 PM

Officer received a theft report at the 500 block of Prairie View Drive. A construction trailer had been entered and a grease gun and fittings valued at \$250 were taken. Also taken was the registration sticker to the plate of the trailer. It had been a week since the owner had been there, so no suspects at this time.

September 10th, 2020 6:13 PM

Officer responded to an out of control teen call near Centennial Park. The teen was eventually located and taken to Mary Greeley Hospital.

September 12th, 2020 7:22 PM

Officer responded to the 400 block of 2nd Street for an untended death. After investigation at scene and conferring with the Medical Examiner, the death was due to natural causes. The body was released to Rasmussen Funeral Home.

September 13th, 2020 2:03 PM

Officer responded to a residence at the 500 block of Main for an attempted suicide. A juvenile was taken by ambulance to Mary Greeley Hospital.

September 15th, 2020 11:36 AM

Officer received a theft report at the 100 block of Oak Blvd. Approximately \$1000 worth of fishing equipment had been taken between the 9th and 15th from a locked garage.

September 15th, 2020 1:38 PM

Officer responded to a two-vehicle accident in the parking lot of Lily Pad. Two vehicles belonging to employees back into one another. No injuries.

September 15th, 2020 4:15 PM

Officer responded to a two-vehicle accident at the 600 block of E 1st Street. A vehicle was driving through a parking lot when it was struck by a vehicle that was backing out of a parking spot. No injuries.

September 15th, 2020 6:07 PM

Officer cited a Huxley woman Unlawful passing of a School Bus. This violation took place at the 200 block of Main earlier in the week.

September 15th, 2020 6:41 PM

Officer cited a Huxley man for Unlawful passing of a School Bus. This violation took place near Iron Drive and Timberlane.

September 18th, 2020 6:34 PM

Officer responded to a domestic altercation at the 200 block of Oak Blvd. The altercation was verbal, and the male half left the area prior to officer arrival. Contact was attempted with the male half as it was suspected he was under the influence of methamphetamines. The officer was unable to locate the Huxley man.

September 18th, 2020 7:51 PM

Officer responded to a two-vehicle accident at the 900 block of Highway 69. A vehicle stopped a stop light was backing up and struck a vehicle behind them. No injuries.

September 20th, 2020 4:56 PM

Officer responded to a fight in progress at the 300 block of Water Street between neighbors. None of the involved parties wished to pursue charges after the altercation was over and the individuals had been separated.

September 21st, 2020 8:40 AM

Officer received a theft report at the 200 block of Vine Street. A title and Bill of sale for a recently purchased vehicle had been taken from the owner's home during the night. The vehicle to which the paperwork belongs, remains in the drive. All doors were locked to the home. No suspects.

September 21st, 2020 11:05 AM

Officer received a scam complaint at the 100 block of Deerwood. A Huxley woman had sent approximately \$3000 to an unknown party. Under investigation.

September 21st, 2020 1:14 PM

Officer was called to the Kum and Go at 210 and Interstate 35 for a suspicious person. Upon contact with the male, he fled the scene and led several officers in a chase. The man was later caught and charged with several offenses including Felon in Possession of a Firearm, OWI drug related, motor vehicle theft, and numerous traffic violations. He was taken to the Story County Jail in Nevada.

September 23rd, 2020 4:57 PM

Officer stopped a vehicle for a traffic violation on Highway 69 near E 1st Street. The driver of the vehicle, a 53-year-old Des Moines man, was suspended from driving by the DOT. He was cited and released with a court date for Driving Under Suspension.

September 23rd, 2020 7:42 PM

Officer responded to a dispute between neighbors at the 100 block of Deerwood Drive. This altercation came after the children of the residents had gotten into an altercation as well. All Parties were separated for the night and declined charges.

September 24th, 2020 5:39 PM

Officer cited a Sheldahl driver for Unlawful Passing of a School bus.

September 27th, 2020 11:08 AM

Officer responded to the Dollar General for an altercation after a customer had been confronted about a theft. A Clive man pushed the employee who confronted him about the property. An assault case was generated.

September 28th, 2020 2:04 AM

Officer stopped a vehicle for a traffic violation on highway 210 near Highway 69. The driver of the vehicle, a 37-year-old Huxley man, was suspended from driving by the DOT. He was cited and released with a court date for Driving Under Suspension.

September 28th, 2020 9:15 AM

Officer received video surveillance from the Middle School of four individuals who were near the back of the building knocking over garbage cans in the parking lot. This took place at 4:18 AM. Video was taken and an attempt to id the individuals will be made.

September 28th, 2020 1:23 PM

Officer was asked to assist with an out of control juvenile in rural Kelley. The officer was able to assist until the parent had regained control.

September 29th, 2020 6:19 AM

Officer responded to a business at the 1500 of Blue Sky Blvd for a disgruntled employee who had been recently fired and was now causing issues. Officer was able to remove the employee from the property. Officer also took possession of a firearm.

- 9-1-20 Officer had Fall Firearms Training and Annual Qualifications.
- 9-3-20 Chief Stoll attended NCIC TAC required training.
- 9-3-20 Sgt Marchesano and Sgt Albaugh attended Supervisory training.
- 9/9/20 Officer Gloede attended a two-day Grant Writing training.
- 9/14/20 Officers assisted with traffic direction during the Ballard Cross Country Invitational at the Ballard Country Club.

- 9/16/20 Officer had Fall Firearms Training and Annual Qualifications.
- 9/22/20 Officer Gloede attended a two-day Bias Instructor Training.
- The speed trailer locations this month were in Huxley at the 300-blk of E 1st St and 200-blk of Centennial Dr. In Cambridge at Ballard East/W 4th St, Park St/North St, and S Vine St/Bike Trail.

Gerry Stoll

Chief of Police

City of Cambridge
Huxley Police Department
Report for September 2020

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September 12th, 2020 7:22 PM

Officer responded to the 400 block of 2nd Street for an untended death. After investigation at scene and conferring with the Medical Examiner, the death was due to natural causes. The body was released to Rasmussen Funeral Home.

September 20th, 2020 4:56 PM

Officer responded to a fight in progress at the 300 block of Water Street between neighbors. None of the involved parties wished to pursue charges after the altercation was over and the individuals had been separated.

September 21st, 2020 8:40 AM

Officer received a theft report at the 200 block of Vine Street. A title and Bill of sale for a recently purchased vehicle had been taken from the owner's home during the night. The vehicle to which the paperwork belongs, remains in the drive. All doors were locked to the home. No suspects.

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Gerry Stoll

Chief of Police

Huxley Fire Rescue, September 2020 Report

Promote Trust, Service Before Self, Positive Solutions

-Huxley Fire & Rescue responded to 43 calls for service in the month of September, and 337 calls since January 1.

-14 calls for Huxley Ambulance 731

-16 First Responder calls

-1 Fire call

-3 members are in Emergency Medical Technician Basic class which will finish in December.

-1 member is in Paramedic class, which will finish in December as well.

-Hose testing was accomplished

Activity/Training Start Actual Date	Activity/Training Event Name	Activity/Training Total Hours	Activity/Training Attendee Count
09/01/2020	September Fire Department Monthly Meeting	2	18
09/03/2020	EMT Basic Class, Human Body & Lifespan	4	3
09/06/2020	Community Outreach Committee Meeting	1	4
09/07/2020	EMT Basic Class, Life Span	4	3
09/08/2020	City Council Meeting, Water Plant work session	3	1
09/10/2020	EMT Basic Class, Pharmacology	4	3
09/11/2020	Weekly Cabinet Meeting with City Administrator	2	2
09/11/2020	Critical Incident Stress Debriefing	0	4
09/14/2020	Weekly Cabinet Meeting With City Administrator	2	1
09/14/2020	EMT Basic Class, Airway	4	3
09/15/2020	Building Construction Training	2	13
09/16/2020	SOG Committee Meeting	1	4
09/17/2020	EMT Basic Class, Airway Skills	4	2
09/20/2020	Youth Football Stand-By	0	1
09/21/2020	Weekly Cabinet Meeting with City Administrator	2	1
09/21/2020	EMT Basic Class, Patient Assessment	4	2
09/22/2020	Trauma, EMS Continuing Education Hours	2	12
09/22/2020	City Council Meeting	1	3
09/23/2020	Iowa League of Cities; FF Physicals	1	1
09/24/2020	EMT Basic Class, Respiratory/Cardiac Emergencies	4	2
09/26/2020	Annual Hose Test	7	9
09/28/2020	Weekly Cabinet Meeting with City Administrator	1	1
09/28/2020	EMT Basic Class, Assessment Skills	4	2
09/29/2020	606, Attack, Vehicle Checks or Maintenance	1	1
09/29/2020	Engine 106 to Harrison's in Altoona, Equipment Inventory, Checks, or Maintenance	1	2
09/29/2020	Station Cleaning for Open House Maintenance Activities - Other	1	11

Report Criteria

Activity/Training Start Actual Date: Is Between 9/1/2020 and 9/30/2020