



CITY COUNCIL MEETING NOTICE

HUXLEY CITY HALL – COUNCIL CHAMBERS – 515 N. MAIN AVENUE
TUESDAY NOVEMBER 10, 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 October 27, 2020 Regular Meeting
 - b. Approve Payment of Bills
 - c. Motion to Approve Posting for New Public Works Utility Employee II
 - d. Items Related to 560th Signage and Speed Limit
 - i. Approve First Reading of Ordinance No.510 Setting Speed Limit for 560th
 - ii. Motion to Waive Second and Third Readings of Ordinance 510 and Adopt Same
 - iii. Approve Resolution No. 20-101 Sign Placement for 560th
 - e. Approve Resolution No. 20-102 Change Order #1 560th Paving Project
 - f. Approve Resolution No. 20-103 Payment Application No. 3 560th Paving Project
 - g. Approve Resolution No. 20-104 Appointments to Polk County E-911 Board
7. **BUSINESS ITEMS**
 - a. Approve Resolution No. 20-105 FY 20/21 Capital Improvement Plan (CIP)
 - b. Approve Resolution No. 20-106 Moving Forward with Hy Point Active Senior Living Economic Development Proposal
 - c. Approve Resolution No. 20-107 Moving Forward with Meadow Lane Economic Development Proposal
8. **INFORMATIONAL ITEMS**
 - a. Main Avenue Corridor-Story County Economic Development Grant and Catalyst Grant
 - b. Follow Up on Economic Development Assistance Application
9. CITY ADMINISTRATOR AND DIRECTOR REPORTS
10. MAYOR AND COUNCIL REPORTS
11. ADJOURNMENT
12. **WORKSESSION** Huxley Comprehensive Plan, Growth and Utilities

UPCOMING WORK SESSION TOPICS

Update on Trails & Sidewalk Infill Master Plan

Zoning Ordinance Review and Amendments
Follow Up on Low-Moderate Income Fund Uses
New City Mapping Capabilities

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.

HUXLEY CITY COUNCIL MEETING MINUTES

Tuesday, October 27, 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 Deaton called the meeting to order at 6:03 pm.

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

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

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

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

Fire Chief Moomaw provided council with a Huxley Fire/EMS Incident Report which detailed calls made for the months of September and October. Chief Moomaw pointed out that 58% of calls were within city limits. Chief Moomaw explained to council that he had been in contact with Kelley Fire Chief and Mary Greeley authorities to work out call territories.

CONSENT AGENDA:

Motion by Kuhn, second by Mulder to approve Consent Agenda items w/Payment of Bills Pulled as a Separate Item.

- a. Minutes from October 13, 2020 Regular City Council Meeting
- b. *Payment of Bills – pulled from Consent Agenda as separate item*
- c. Resolution No. 20-098 Hanks Subdivision (Story County 2 Mile Review)
- d. Resolution No. 20-0999 for Police Officer Employment Offer and Setting Salary

Roll Call: Roberts, Kuhn, Peterson, Easter, Mulder voted yes. Motion carried. Chief Stoll introduced Rex Deckard as the new police officer effective November 10, 2020. Rex has been a part-time officer for city since December 2019.

Motion by Roberts, second by Easter to Approve Payment of Bills. Councilman Kuhn expressed concerns with Iowa Earthworks bill for storm work and debris cleanup and whether proper FEMA protocol had been conducted with contracted services. Councilman Kuhn also inquired whether contractor invoicing included details and breakdown of work completed. City Administrator Conner advised that staff was working with FEMA on the necessary requirements. Roll call: Roberts, Mulder, Easter, Peterson voted yes; Kuhn voted no.

INFORMATIONAL ITEMS:

- City submitted an application for an economic development grant from Story County for Main Avenue/Olde Towne revitalization efforts. Grant monies would be used for downtown assessment which will be conducted by AEDC.
- City Administrator provided update on plans for Goal Setting/Strategic Planning Process.
- Library Director informed council of results from survey conducted by Central District Consultant for the State Library. Also informed council that the library had received the highest accreditation from the State Library (Level 3).
- 560th Avenue paved – still completing finishing touches. Should be open in another week.
- Councilman Mulder stated he had been asked by a Sand Cherry Lane resident if the path to the Trail Ridge park was going to be paved. Staff to research easement rights and sidewalk possibility.
- Family Fun Day was well attended. Turkey Trot scheduled for November 14th. Meeting scheduled on November 2nd with Parks Board, Tree Board and Planning and Zoning Commission. No tree sale this year, Parks and Recreation will have free seedlings.
- City Administrator to provide council with steps city is taking to follow COVID regulations.
- Councilman Kuhn asked if city could provide a place for residents to burn yard waste.

- Nate Easter expressed concerns with possible agreement with Iowa Rural Utilities Association (IRUA). Council requested topic be discussed at work session on November 10th with city attorney present.

ADJOURNMENT: Motion - Easter, second - Peterson to adjourn meeting at 8:03pm. 5 ayes, 0 nays. Motion carried.

WORK SESSION: Mayor opened work session at 8:11pm.

- o City Administrator, Rita Conner, provided council with 10 year Capital Improvement Plan (CIP). Discussion centered on FY21 fiscal year projects.

ADJOURNMENT: Motion - Peterson, second - Easter to adjourn work session at 9:00pm. 5 ayes, 0 nays. Motion carried.

Submitted by: Jolene R. Lettow, City Clerk

11-10-20 Council Claims

| | A | B | C |
|----|----------------------------|--------------------------------|---------------------|
| 1 | VENDOR NAME | DESCRIPTION | GROSS AMOUNT |
| 2 | ACCUJET LLC | R & R FILTER MEDIA | \$ 3,601.44 |
| 3 | ALLIANT ENERGY | GAS AND ELECTRIC | \$ 10,756.92 |
| 4 | ANKENY SANITATION | CITY BUILDING TRASH PICKUP | \$ 257.94 |
| 5 | ARNOLD MOTOR SUPPLY | WINDSHIELD WIPERS, FILTER | \$ 273.90 |
| 6 | AVA VANCE | SOCCER REFEREE | \$ 100.00 |
| 7 | AWS SERVICE CENTER | FD TRASH REMOVAL | \$ 25.68 |
| 8 | BAKER GROUP | HEATING/COOLING SYSTEM REPAIR | \$ 6,884.47 |
| 9 | BOOT BARN, INC. | JEANS AND BOOTS | \$ 273.57 |
| 10 | BRET DUTTON | BUILDING PERMIT DEPOSIT REFUND | \$ 1,000.00 |
| 11 | CITY OF AMES | RESOURCE RECOVERY | \$ 17,414.50 |
| 12 | COMPASS MINERALS AMERICA | COARSE ROCK SALT | \$ 3,632.67 |
| 13 | DORSEY & WHITNEY LLP | WESTVIEW DEV & URBAN RENEWAL | \$ 1,211.00 |
| 14 | DR. ANTHONY TATMAN | PROFILE TESTS | \$ 25.00 |
| 15 | GALLS, LLC- DBA CARPENTER | PD UNIFORM PARTS | \$ 166.84 |
| 16 | GRANT NASON | REFEREE | \$ 88.00 |
| 17 | HACH COMPANY | PORTABLE PH PROBE | \$ 304.65 |
| 18 | HAWKINS, INC. | WATER TREATMENT CHEMICALS | \$ 2,200.52 |
| 19 | HENDERSON PRODUCTS, INC. | REPAIR TO REAR BOX CORNERS | \$ 4,608.00 |
| 20 | HOKEL MACHINE SUPPLY | WELDING BLANKET | \$ 38.38 |
| 21 | HOWE'S WELDING/METAL FAB | PLATE STEEL FOR DUMP BOX REPAI | \$ 65.97 |
| 22 | IAN GODBOLD | REFEREE | \$ 36.00 |
| 23 | INTEGRATED PRINT SOLUTIONS | WINTER SHIRT ORDER | \$ 744.00 |
| 24 | INTERNAL REVENUE SERVICE | PAYROLL TAXES | \$ 12,321.09 |
| 25 | IOWA DEPARTMENT OF PUBLIC | IOWA ONLINE WARRANTS SYSTEM | \$ 300.00 |
| 26 | IOWA ONE CALL | EMAIL LOCATES | \$ 347.40 |
| 27 | ISAIAH ZIEGLER | REFEREE | \$ 94.00 |
| 28 | JACOB HERMANSON | REIMBURSEMENT FOR CDL TESTING | \$ 32.50 |
| 29 | JAX MILLER | FLAG FOOTBALL REFEREE | \$ 36.00 |
| 30 | KEMPKER'S TRUE VALUE AND R | SEE ATTACHED | \$ 592.97 |
| 31 | LANDEN CRANNELL | FLAG FOOTBALL REFEREE | \$ 70.00 |
| 32 | LINCOLN MILLER | FLAG FOOTBALL REFEREE | \$ 48.00 |
| 33 | LOGAN HUNTRODS | SOCCER REFEREE | \$ 24.00 |
| 34 | MCFARLAND CLINIC | DR. FLUGRAD CONSULTING FEES | \$ 100.00 |
| 35 | MEGAN BARRICK | CIRL BASKETBALL | \$ 75.00 |
| 36 | MENARDS - AMES | SUPPLIES | \$ 65.13 |
| 37 | MIDWEST BREATHING AIR SYST | QUARTERLY TEST | \$ 178.75 |
| 38 | MISCELLANEOUS VENDOR | UTILITY DEPOSIT REFUNDS | \$ 554.13 |
| 39 | MUNICIPAL SUPPLY | COUPLERS, CLAMP, VALVE BOX | \$ 564.90 |
| 40 | NICKOLAY CONSULTING, LLC | MONTHLY IT SUPPORT | \$ 115.00 |
| 41 | PEPSI-COLA | VENDING PRODUCT | \$ 384.57 |
| 42 | PITTS LAWN AND TREE SERVIC | CHIPPING BRUSH AFTER STORM | \$ 3,200.00 |
| 43 | RACHEL HUISINGA | SOCCER REFEREE | \$ 52.00 |
| 44 | SAFE BUILDING COMPLIANCE & | BUILDING INSPECTOR SERVICE | \$ 11,057.33 |
| 45 | SHAFFER'S AUTO BODY CO INC | 2000 INT'L HOOD & FENDER REP | \$ 4,414.38 |
| 46 | STAPLES BUSINESS CREDIT | OFFICE SUPPLIES | \$ 646.96 |

11-10-20 Council Claims

| | A | B | C |
|----|------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| 47 | STORY COUNTY SHERIFF'S OFF | DISPATCH FEES | \$ 6,329.96 |
| 48 | TASC | FLEX BENEFIT PLANS | \$ 597.89 |
| 49 | TASC - CLIENT INVOICES | DECEMBER FLEX PLAN FEES | \$ 69.82 |
| 50 | THE SHERWIN-WILLIAMS CO. | PACKING KIT, PAINT, AND FILTERS | \$ 666.22 |
| 51 | U.S. CELLULAR | AMBULANCE CELL PHONES | \$ 90.44 |
| 52 | VEENSTRA & KIMM, INC. | ENGINEERING FEES | \$ 57,642.39 |
| 53 | VERIZON WIRELESS | PD CELL PHONES & MDTs | \$ 161.49 |
| 54 | WYATT GREENFIELD | FLAG FOOTBALL REFEREES | \$ 106.00 |
| 55 | Payroll Expense | | \$ 55,233.06 |
| 56 | GRAND TOTAL | | \$ 209,880.83 |
| 57 | | | |
| 58 | | FUND TOTALS | |
| 59 | 001 GENERAL FUND | 49,518.68 | |
| 60 | 002 LIBRARY | 2,616.61 | |
| 61 | 003 RECREATION | 2,617.65 | |
| 62 | 004 FIRE AND RESCUE | 510.67 | |
| 63 | 014 AMBULANCE | 493.71 | |
| 64 | 110 ROAD USE TAX | 16,295.85 | |
| 65 | 325 E. 1ST ST RECONSTRUCTION | 6,520.63 | |
| 66 | 339 560TH AVENUE PAVING | 24,124.98 | |
| 67 | 340 Trail Paving Project | 1,305.30 | |
| 68 | 398 STORM DAMAGE-DEREUCHE | 10,084.47 | |
| 69 | 600 WATER UTILITY | 37,220.16 | |
| 70 | 610 SEWER UTILITY | 3,339.06 | |
| 71 | 01 PAYROLL EXPENSE | 55,233.06 | |
| 72 | GRAND TOTAL | 209,880.83 | |
| 73 | | | |
| 74 | TRUE VALUE BREAK DOWN | | |
| 75 | P & R | bow rake, broom, dust pan, furnace filter, ball, threadlocker, drill bit, peg hook, tool rack, | \$ 97.17 |
| 76 | Water | tarp, gorilla tape, utility blade, | \$ 87.96 |
| 77 | Library | paint and supplies | \$ 37.35 |
| 78 | PD | batteries | \$ 19.47 |
| 79 | Streets | cold patch, cart filter, nuts & bolts, oil, | \$ 95.50 |
| 80 | Wastewater | wheels, oil, grease, nuts & bolts, nipple, brush handle, coupling, blade connector, wiring adapter, bleach, bulbs, chain lube, fuses, flip cover, | \$ 110.01 |
| 81 | FD | paint and supplies | \$ 46.55 |
| 82 | Parks | grand switch, rope clip, bungee cord, antifreeze, nuts & bolts, heater, ext cord, chain lube | \$ 98.96 |
| 83 | Total | | \$ 592.97 |

COUNCIL COMMUNICATION

AGENDA HEADING:

Approval of Posting Position for New Public Works Employee II

SUBMITTED BY: Rita Conner, City Administrator; Jeff Peterson, Public Works Director

SYNOPSIS:

In the FY 20/21 budget process, City Council reviewed a budget proposal for the Public Works Department that would add a new employee in this fiscal year. The position, along with two others, was included in the budget and funds placed in reserve.

The Public Works Department manages the City's infrastructure and operations, including the wastewater treatment plant, water treatment plant, street repair, rehabilitation, sweeping, striping and snow removal, and the pipes, intakes, and manholes that make up the City's underground water, wastewater and stormwater management systems. In addition, Public Works provides maintenance support in over 30 acres of parks, cemetery and right of way management, building and equipment repair and performs inspections, locates and plan review input as part of the site plan and subdivision process and the City's Capital Improvement Plan (CIP). City Administrator and Public Works Director have discussed these variables as they pertain to Public Works Department coverage and provided input during the budget process that is narrated again here.

Further discussion with the Public Works Department staff on succession planning this year following the budget approval has now resulted in a recommendation to Council to post first for an Employee II to assume additional duties in the City's water operations. Succession planning within the Public Works Department is essential to training and maintaining the City's current and future workforce; this move is intended to provide for increased training and specialization in management of the City's water system, which currently does not have a formal backup operator. The intent is a limited internal posting and bringing forward a current Employee I, then coming back to Council for a later posting to fill the Employee I position.

Additional information is below.

FISCAL IMPACT: YES

Amount: Salary shown in the Council approved employee matrix, Benefits

Funding Source: City of Huxley FY 20/21 Operating Budget. Detail will be provided to Council on the differential between the Employee I and Employee II wages.

ADDITIONAL INFORMATION: YES

- The City of Huxley increased in population 43% from 2000-2010 and is estimated to have increased an estimated 60% from 2010-2020 based on current projections. More residents and businesses bring more infrastructure to manage and maintain and reinforces the need to have credentialed and skilled employees managing those systems.
- Full time staff in the Public Works Department providing daily, weekly and on-call coverage currently numbers 6, which includes the Public Works Director, Water Superintendent/Assistant Director, Wastewater Superintendent, Streets Superintendent and two Public Works Employee I. Another employee is shared between the Public

COUNCIL COMMUNICATION

Works and Parks & Recreation Departments. Seasonal part time employees vary between 3-4 personnel.

- Public Works operations are both visible and invisible to the public, providing essential services that impact the daily lives of Huxley citizens. They operate the facilities, plants, and equipment necessary to keep up with growth as well as State and national industry standards.
- The duties conducted by a Huxley Public Works Employee I and II are detailed in the accompanying job descriptions. Potential special assignments per the direction of the Public Works Director or designee are also listed and included but would not be limited to.
- With Council approval, the positions would be posted immediately. Next steps listed below in Anticipated Actions and Future Commitments

PREVIOUS COUNCIL ACTION(S): NO

BOARD/COMMISSION/COMMITTEE ACTION(S): YES

Personnel Committee meetings were March 10, April 29, June 29, and July 30.

CITY ADMINISTRATOR RECOMMENDATION:

Approval

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

- Posting of Position
- Interview process by Public Works Director and designees
- Recommendation of preferred candidate to City Administrator
- Recommendation to City Council to offer position

JOB DESCRIPTION

CITY OF HUXLEY

DEPARTMENT: PUBLIC WORKS – POSITION: *Utility Employee II*

NONEXEMPT FULL-TIME HOURLY POSITION

SUMMARY OF DUTIES: Perform work under general direction. Assist in the operation and maintenance of equipment and facilities used in the Public Works Department including Water, Wastewater and Streets and provides maintenance support to the Park & Recreation Department.

SUPERVISES: Employees as assigned

REPORTS TO: Assistant Public Works Director/
Designated Supervisor

PRINCIPAL DUTIES AND RESPONSIBILITIES:

1. Assist in monitoring and operating of water/wastewater facilities to assure adequate processing of the waste, proper operation of equipment, and need for repairs or adjustments, including the control panel.
2. Operates wastewater plant independently in the absence of the Wastewater Superintendent.
3. Assume the responsibilities and duties of the water and wastewater superintendents in their absence.
4. Collect water/wastewater samples and perform laboratory tests on samples.
5. Assist in maintaining a certified lab as required by EPA and the IDNR to perform all required testing for the wastewater treatment facility.
6. Assist with preparing all pretreatment agreements as well as the administration and monitoring of agreements.
7. Assist with sampling programs and documentation for pre-treatment agreements.
8. Assists with an ongoing collections systems maintenance program for evaluating the collection system using video equipment and other tools to evaluate conditions of sewers and make recommendations on repairs and reconstruction.
9. Clean clarifiers, wet wells, filters, ground and elevated wastewater tanks, and other equipment to ensure proper unit function to meet quality treatment of water/wastewater.
10. Assist in the installation of water/wastewater treatment equipment, including pumps, valves and meters and assisting in the repair of water/wastewater distribution, repairs of manholes, water/wastewater mains, curb stops/boxes, hydrants, valves/boxes, etc.
11. Read, record, and calculate readings of flows from pumps, control board hour meters, levels, and gauges to maintain adequate processing of water and wastewater.
12. Load, haul, and unload heavy objects and materials used in Public Works Department.
13. Perform minor repair and maintenance work including cleaning and lubricating wastewater/water treatment equipment and generators
14. Notify and consult with immediate supervisor regarding Public Works activities and projects to be completed, prioritizing work items and potential problems and needs.

15. Completes routine custodial duties necessary for upkeep of Public Works Department buildings.
16. Assist in the documentation of daily logs of plant operations and work performed.
17. Periodically inspects and maintains lift stations to assure proper operation of equipment and upkeep of facilities.
18. Perform cleaning of bio-solids beds and assists with the hauling of bio-solids.
19. Perform work as assigned in all areas of the Public Works Department as assigned.
20. Perform building and grounds maintenance including painting, mowing, trimming, and minor repairs.
11. Operate all equipment and tools in a skilled and safe manner.
12. Perform basic construction work as needed on municipal buildings including carpentry, wiring, welding, plumbing, and painting.
13. Supervise, direct, and participate with seasonal employees in park maintenance activities including installing and repairing park and playground equipment, mowing, weed control and ball field/soccer preparation.
14. Assist in investigation of and response to inquiries, questions, and complaints.
15. Assist in picking up and delivering stray or injured animals.
16. Must engage in continuing education.
17. Assist other city departments as needed.
18. Perform and assist in the removal of accumulations of ice and snow according to the City of Huxley's Ice and Snow Removal Policy and Emergency Snow Route Program.
19. Perform related duties as assigned.

ENTRY REQUIREMENTS AND SKILLS:

1. Graduation from high school or an equivalent.
2. Knowledge of the operation of mechanical and electrical equipment.
3. Knowledge of the occupational hazards connected with water and wastewater treatment and related activities and of the necessary safety precautions.
4. Ability to take accurate readings, to keep routine records, and to make mathematical computations.
5. Ability to work independently and take responsibility for following previously outlined procedures.
6. Ability to establish and maintain effective working relationships with fellow employees and the public.
7. Ability to repair machinery and perform light electrical repairs.
8. Ability to perform labor outdoors during inclement weather.
9. Ability to lift, carry, push, and pull in excess of 80 pounds.
10. Ability to stand, walk, sit, climb, stoop, kneel, crouch, and crawl on a regular basis.

REQUIRED SPECIAL QUALIFICATIONS:

1. Shall be able to obtain a valid class B chauffeur's license with tanker endorsement issued by the State of Iowa within twenty (20) days of employment.
2. Shall be able to obtain a Grade I Wastewater Operator's Certificate issued by the State of Iowa within twelve (12) months of employment.
3. Shall be able to obtain a Grade I Water Operator's Certificate and Grade I Water Distribution certificate issued by the State of Iowa within twelve (12) months of employment.

4. Shall be able to obtain a Grade II Water Operator's Certificate and Grade II Water Distribution certificate issued by the State of Iowa within three (3) years of employment.
 5. Shall be able to obtain a Grade II Wastewater Operator's Certificate issued by the State of Iowa within three (3) years of employment.
 6. Shall be able to obtain a Grade III Wastewater Treatment license within five (5) years of employment.
 7. The job duties described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
-

EQUIPMENT AND TOOLS USED:

Dump trucks, snowplows, end loaders, backhoes, mowers, street sweepers, maintainers, air compressors, sludge trucks/wagons, chain saws, cut off saws, air and hydraulic tools/equipment, generators, skid loaders, vehicle maintenance equipment, weed eaters, lab equipment, jack hammers, power tools, video equipment, jetters, vacuums and tractors. This list is a representation of the type of tools and equipment used. See department's inventory list for specific details.

OTHER REMARKS:

1. Able to drive and operate various equipment and vehicles.
 2. Able to work in confined spaces.
 3. Shall be generally available for off hour emergencies.
 4. Will be required to work Holidays and weekends.
 5. Shall be able to be On Call with cell phone back-up when needed or required.
 6. **Required** to be available for all off hours in the event of ice and/or snow removal on City streets, sidewalks at any hours of the day, night and weekends.
 7. Shall be able to work various shifts and multifarious hours to accommodate needs of the water and wastewater facilities and the needs of other departments.
 8. Subject to random drug and alcohol testing.
 9. Be in good physical shape.
 10. Be able to stand working for long periods of time.
-

Residency Requirements: The employee must reside within a 30-minute drive (traveling at normal speeds) of the Public Works facility within six (6) months after first day of employment.

The City of Huxley is an equal opportunity employer.

The job duties described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The City of Huxley grants veteran's preference on positions with a minimum of an initial interview for all veterans who claim and are eligible for preference.

COUNCIL COMMUNICATION

AGENDA HEADING:

Approve Resolution for 560th Avenue Sign Placement and Ordinance No. 510 Setting Speed Limit for 560th Avenue

SUBMITTED BY: Gerry Stoll, Police Chief

SYNOPSIS:

Recommend approval of Resolution No. 20-101 for signage on 560th Avenue and recommend approval of First Reading of Ordinance No. 510 Setting Speed Limit for 560th Avenue.

Recommend waiver of second and third readings to allow signage to be placed promptly and the street opened to traffic.

FISCAL IMPACT: YES

Signage is included as part of the 560th capital improvement project

ADDITIONAL INFORMATION: YES

560th Avenue Sign Placement

Southbound traffic

40 mph sign 300 ft south of E 1st Street

40 mph sign 700 ft north of Sand Cherry Ln

40 mph sign 300 ft south of Sand Cherry Ln

Bicycle Crossing sign 100 ft north of bike trail

40 mph sign 300 ft north of Blue Sky Blvd

40 mph sign 300 ft south of Blue Sky Blvd

40 mph sign 1500 ft south of Blue Sky Blvd

25 mph sign 350 ft north of Highway 210

Stop Ahead sign 200 ft north of Highway 210

Stop sign north of Highway 210 for southbound traffic

Northbound traffic

Stop sign south of E 1st Street

Stop Ahead sign 200 ft south of E 1st Street

40 mph sign 700 ft north of Sand Cherry Ln

40 mph sign 300 ft north of Sand Cherry Ln

Bicycle Crossing sign 100 ft south of bike trail

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40 mph 300 ft south of Sand Cherry

40 mph sign 300 ft north of Blue Sky Blvd

40 mph sign 300 ft south of Blue Sky Blvd

40 mph sign 1500 ft south of Blue Sky Blvd

40 mpg sign 350 ft North of Highway 210

25 mph sign 100 ft North of Highway 210

Bike Trail parking lot

Stop sign at exit

Stop sign at exit to Bicycle Trail parking lot

PREVIOUS COUNCIL ACTION(S): NONE

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

ORDINANCE NO. 510

AN ORDINANCE AMENDING THE CODE OF ORDINANCES
OF THE CITY OF HUXLEY, IOWA,
BY AMENDING PROVISIONS OF THE ORDINANCE
REGARDING CHAPTER 63, SPEED REGULATIONS

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

SECTION 1. Section 63.04, is hereby amended by adding language as follows:

63.04 SPECIAL SPEED ZONES.

8. Special Speed Zone on 560th Avenue for north and southbound traffic from Highway 210 to East 1st Street. On 560th Avenue, the 40 MPH zone shall begin 325 feet north of the intersection of Highway 210 and 560th Avenue. The 40 MPH zone will extend 8100 feet north to a location 50 feet south of the intersection of 560th Avenue and East 1st Street for north and southbound traffic.

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

PASSED and approved this 10th day of November 2020.

Kevin Deaton, Mayor

ATTEST:

Jolene Lettow, City Clerk

RESOLUTION NO. 20-101

RESOLUTION APPROVING SIGNAGE FOR 560TH AVENUE

WHEREAS, the 560th Avenue Paving project is near completion and;

WHEREAS, traffic signage is required to be installed prior to the Police Chief opening the street to traffic;

WHEREAS, the Police Chief has provided 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 560th Avenue 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 10th day of November 2020.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 20-101** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 10th day of November 2020

Kevin Deaton, Mayor

ATTEST:

Jolene R. Lettow, City Clerk

COUNCIL COMMUNICATION

AGENDA HEADING:

Approving Change Order No. 1 and Payment No. 3 for the 560th Avenue Paving Project

SUBMITTED BY:

Rita Conner, City Administrator

SYNOPSIS:

Veenstra and Kimm, Inc (Forrest Aldrich, P.E., 3000 Westown Parkway West Des Moines, Iowa 50266) has submitted pay application No. 3 from Concrete Technologies, Inc (Brian Blackford, President, 1001S. E. 37th Street Grimes, Iowa 50011) in the amount of \$1,090,156.69 for work completed from September 1 to October 31, 2020 on the 560th Avenue Paving Project. Change order No.1 is for \$28,740.90 and includes stormwater drainage and earthwork modifications generally located south of the 560th Avenue and Sand Cherry Lane intersection, which will be funded from the 560th Avenue contingency budget amount (\$115,600.00) included in the original project contract total.

Additional information is below and in the attachments.

FISCAL IMPACT:

Amount: \$1,090,156.69, pay application; \$28,740.90 change order

Funding Source: City of Huxley: Org and Fund code provided by the City Clerk/Finance Officer. Story County contribution \$1,000,000.

ADDITIONAL INFORMATION: YES

- Work in this pay request includes paving preparation and storm sewer work.

PREVIOUS COUNCIL ACTION(S): YES

- September 8, 2020 Approval of Payment No. 2 for the 560th Avenue Paving Project
- August 11, 2020 Approval of Payment No. 1 for the 560th Avenue Paving Project
- April 28, 2020 Approval of contract in the amount of \$2,368,511.60 for the base bid and two alternates and authorize Mayor to execute
- April 14, 2020 Approval of plans, specifications and award of contract

RECOMMENDATION: APPROVAL

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

- Complete 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

COUNCIL COMMUNICATION

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. 20-102

**RESOLUTION APPROVING CHANGE ORDER NO. 1 FOR THE
560TH AVENUE PAVING PROJECT**

WHEREAS, the City of Huxley approved a contract with Concrete Technologies, Inc. on April 28, 2020 to conduct the 560th Avenue Paving Project and;

WHEREAS, Veenstra & Kimm, Inc has presented the first change order from the contractor in the amount of \$28,740.90 and;

WHEREAS, the change order includes stormwater drainage and earthwork modifications.

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

Change Order No. 1 is hereby approved.

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

PASSED, ADOPTED AND APPROVED this 10th day of November 2020.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 20-102** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 10th day of November 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)

November 5, 2020

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

HUXLEY, IOWA
560TH AVENUE PAVING – BLUE SKY BLVD TO E 1ST ST
CHANGE ORDER NO. 1

Enclosed are three signed copies of Change Order No. 1 for the 560th Avenue Paving – Blue Sky Blvd to E 1st St. project.

Change Order No. 1 is for stormwater drainage and earthwork modifications generally located south of the intersection of 560th Avenue and Sand Cherry Lane.

Change Order No. 1 increases the price for the 560th Avenue Paving – Blue Sky Blvd to E 1st St. project by a total of \$28,740.90. We recommend approval of Change Order No. 1 by the City Council of the City of Huxley.

The project funding budget for 560th Avenue included \$115,600.00 for contingencies. Change Order No. 1 would be funded from the contingency budget.

Please execute all three copies of Change Order No. 1 in the space provided. Please return one copy to Veenstra & Kimm, Inc., forward one copy to Concrete Technologies, Inc. and retain one copy for your files.

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

VEENSTRA & KIMM, INC.

Forrest S. Aldrich

FSA:dml
45255

Enclosures

cc: Jeff Peterson, City of Huxley w/enclosure (e-mail)



VEENSTRA & KIMM, INC.

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

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

November 4, 2020

CHANGE ORDER NO. 1

CITY OF HUXLEY, IOWA

560TH AVENUE PAVING – BLUE SKY BLVD TO E 1ST ST

Change Order No. 1 is for stormwater drainage and earthwork modifications generally located south of the intersection of 560th Avenue and Sand Cherry Lane as shown on Attachment A.

Change Order No. 1 increases the contract price by \$28,740.90.

CONCRETE TECHNOLOGIES, INC.

By Wendy Petersen

Title Project Manager

Date 11-5-20

VEENSTRA & KIMM, INC.

By Tommy Aldred

Title Project Manager

Date 11/5/2020

CITY OF HUXLEY, IOWA

By _____

Title _____

Date _____

ATTEST:

By _____

Title _____

Date _____

**560TH AVENUE PAVING - BLUE SKY BLVD TO E 1ST STREET
HUXLEY, IOWA**

CHANGE ORDER NO. 1 ATTACHMENT A

| Item No. | Dwg. No. | Description | Unit | Quantity | Unit Price | Extended Price |
|----------|----------|-----------------------------------|------|----------|--------------|----------------|
| 3.1 | M.1 | 30" RCP Storm Sewer | LF | 163 | -\$100.00 | -\$16,300.00 |
| 3.2 | M.1 | Structure No. 1, 48" MH | EA | 1 | -\$2,760.00 | -\$2,760.00 |
| 3.3 | M.1 | Structure No. 2, 60" MH | EA | 1 | -\$4,085.00 | -\$4,085.00 |
| 3.4 | M.1 | 15" RCP Storm Sewer (Base Bid) | LF | 47 | -\$55.75 | -\$2,620.25 |
| 3.5 | M.1 | 30" Pipe Apron | EA | 1 | -\$2,640.00 | -\$2,640.00 |
| 3.6 | M.1 | Rip-Rap at 30" Pipe Apron | TONS | 60 | -\$50.75 | -\$3,045.00 |
| 3.7 | M.1 | 12" Tile | LF | 180 | \$60.89 | \$10,960.20 |
| 3.8 | M.2 | Structure No. 3, 84" MH | EA | 1 | -\$10,345.00 | -\$10,345.00 |
| 3.9 | M.2 | Structure No. 9, 72" MH | EA | 1 | -\$4,925.00 | -\$4,925.00 |
| 3.10 | M.2 | Structure No. 9, 48" MH | EA | 1 | \$2,760.00 | \$2,760.00 |
| 3.11 | M.2 | Structure No. 13, 48" MH (Alt.1) | EA | 1 | -\$2,760.00 | -\$2,760.00 |
| 3.12 | M.2 | 15" RCP to Struct. No. 11 (Alt.1) | LF | 21 | -\$55.75 | -\$1,170.75 |
| 3.13 | M.3 | 15" Tile | LF | 179 | \$68.20 | \$12,207.80 |
| 3.14 | M.3 | 36" RCP Storm Sewer | LF | 46 | -\$101.00 | -\$4,646.00 |
| 3.15 | M.3 | 36" Pipe Apron | EA | 1 | -\$3,380.00 | -\$3,380.00 |
| 3.16 | M.3 | 48" Pipe Apron | EA | 1 | \$4,700.00 | \$4,700.00 |
| 3.17 | M.3 | 48" RCP Storm Sewer | LF | 10 | \$152.00 | \$1,520.00 |
| 3.18 | M.4 | Rip-Rap at 48" Apron | TONS | 110 | -\$50.75 | -\$5,582.50 |
| 3.19 | M.4 | Erosion Stone at 48" Apron | TONS | 70 | -\$43.50 | -\$3,045.00 |
| 3.20 | M.4 | Relocate 48" Flared End | EA | 1 | -\$2,015.00 | -\$2,015.00 |
| 3.21 | M.4 | 48" Pipe Apron | EA | 1 | \$4,700.00 | \$4,700.00 |
| 3.22 | M.4 | Relocate Water Main #1 | EA | 1 | -\$545.00 | -\$545.00 |
| 3.23 | M.6 | 60" MH Structure | EA | 1 | -\$4,085.00 | -\$4,085.00 |
| 3.24 | M.6 | 36" RCP Storm Sewer | LF | 23 | -\$101.00 | -\$2,323.00 |
| 3.25 | M.6 | 24" RCP Storm Sewer | LF | 23 | \$69.00 | \$1,587.00 |
| 3.26 | M.6 | 36" Pipe Apron | EA | 1 | -\$3,380.00 | -\$3,380.00 |
| 3.27 | M.6 | 24" Pipe Apron | EA | 1 | \$2,340.00 | \$2,340.00 |
| 3.28 | M.7 | 15" RCP Storm Sewer (Alt. 2) | LF | 48 | -\$55.75 | -\$2,676.00 |
| 3.29 | M.8 | Relocate Water Main #2 | EA | 1 | -\$24,700.00 | -\$24,700.00 |
| 3.30 | T.1 | Earthwork | EA | 1 | \$63,404.00 | \$63,404.00 |
| 3.31 | T.1 | Tree Removal | EA | 1 | \$5,775.00 | \$5,775.00 |
| 3.32 | D.1 | 6" Tile Connection | EA | 1 | \$550.00 | \$550.00 |
| 3.33 | D.2 | 6" Tile | LF | 610 | \$19.14 | \$11,675.40 |
| 3.34 | D.2 | Hickenbottom Intake | EA | 1 | \$1,650.00 | \$1,650.00 |
| 3.35 | D.2 | Field Entrance Earthwork | EA | 3 | \$750.00 | \$2,250.00 |
| 3.36 | D.2 | Field Entrance Culverts | LF | 140 | \$59.25 | \$8,295.00 |
| 3.37 | D.2 | Granular Surfacing | TONS | 60 | \$23.25 | \$1,395.00 |

\$28,740.90

RESOLUTION NO. 20-103

**RESOLUTION APPROVING PAY APPLICATION NO. 3 FOR THE
560TH STREET PAVING PROJECT**

WHEREAS, the City of Huxley approved a contract with Concrete Technologies, Inc. on April 28, 2020 to conduct the 560th Street Paving Project and;

WHEREAS, Veenstra & Kimm, Inc has presented the third payment application from the contractor in the amount of \$1,090,156.69 and;

WHEREAS, the application has been reviewed and found to be appropriate and reasonable for work completed between September 1 and October 31, 2020.

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

Payment application No. 3 is hereby approved.

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

PASSED, ADOPTED AND APPROVED this 10th day of November 2020.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 20-103** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 10th day of November 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)

November 5, 2020

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

HUXLEY, IOWA
560TH AVENUE PAVING – BLUE SKY BLVD TO E 1ST ST
PARTIAL PAY ESTIMATE NO. 3

Enclosed are three copies of Partial Pay Estimate No. 3 for work on the 560th Avenue Paving – Blue Sky Blvd to E 1st St. project, under the contract between the City of Huxley and Concrete Technologies, Inc. dated April 14, 2020. The partial pay estimate is for the period September 1, 2020 to October 31, 2020.

Partial Pay Estimate No. 3 is for paving preparation and storm sewer work done to date. We have checked the estimate and recommend payment to Concrete Technologies, Inc. in the total amount of \$1,090,156.69.

Please sign all copies of Partial Pay Estimate No. 3 in the space provided and return one signed copy of the partial pay estimate to our office. Please return one signed copy of Partial Pay Estimate No. 3 to Concrete Technologies, Inc. with payment. The third copy should be kept for your files.

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

VEENSTRA & KIMM, INC.

Forrest S. Aldrich

FSA:dml
45255
Enclosures
cc: Jeff Peterson, City of Huxley w/enclosure (e-mail)



VEENSTRA & KIMM, INC.

3000 Westown Parkway West Des Moines, Iowa 50266-1320
515-225-8000 515-225-7848(FAX) 800-241-8000 (WATS)

Date: November 4, 2020

PAY ESTIMATE NO. 3

| | | | | | |
|---------------------------------|-------------------------------------------------------------------|----------------|------------|--------------------------------------------------------------------|--|
| Project Title | 560th Avenue Paving - Blue Sky Blvd to E. 1st Street Huxley, Iowa | | Contractor | Concrete Technologies 1001 SE 37th Street Grimes, Iowa 50111 | |
| Original Contract Amount & Date | \$2,368,511.60 | April 14, 2020 | Pay Period | September 1, 2020 to October 31, 2020 | |

BID ITEMS

| | Description | Unit | Estimated Quantity | Unit Price | Extended Price | Quantity Complete | Value Completed |
|-----|----------------------------------------------|------|--------------------|---------------|----------------|-------------------|-----------------|
| 1. | Mobilization | LS | 1 | \$ 71,500.00 | \$ 71,500.00 | 100% | \$ 71,500.00 |
| 2. | Clearing and Grubbing | LS | 1 | \$ 25,235.00 | \$ 25,235.00 | 100% | \$ 25,235.00 |
| 3. | Earthwork | LS | 1 | \$ 360,790.00 | \$ 360,790.00 | 85% | \$ 306,671.50 |
| 4. | Compaction Testing | LS | 1 | \$ 4,400.00 | \$ 4,400.00 | 100% | \$ 4,400.00 |
| 5. | Granular Shoulders, 6" | TONS | 1,340 | \$ 31.85 | \$ 42,679.00 | 1340 | \$ 42,679.00 |
| 6. | Granular Surfacing, 6" | TONS | 700 | \$ 23.25 | \$ 16,275.00 | 603 | \$ 14,019.75 |
| 7. | Subgrade Preparation | SY | 18,940 | \$ 2.50 | \$ 47,350.00 | 18,940 | \$ 47,350.00 |
| 8. | 9" PCC Pavement | SY | 13,400 | \$ 55.00 | \$ 737,000.00 | 13618 | \$ 748,990.00 |
| 9. | 7' PCC Pavement | SY | 250 | \$ 57.25 | \$ 14,312.50 | 300 | \$ 17,175.00 |
| 10. | 6" PCC Driveway | SY | 35 | \$ 61.50 | \$ 2,152.50 | 88 | \$ 5,412.00 |
| 11. | 5" PCC Recreational Trail | SY | 870 | \$ 39.50 | \$ 34,365.00 | 911 | \$ 35,984.50 |
| 12. | 4" PCC Sidewalk | SY | 90 | \$ 47.25 | \$ 4,252.50 | 85 | \$ 4,016.25 |
| 13. | PCC Pavement Samples and Testing | LS | 1 | \$ 2,800.00 | \$ 2,800.00 | 0% | \$ - |
| 14. | Storm Sewer, Class 3, 15" RCP | LF | 411 | \$ 55.75 | \$ 22,913.25 | 411 | \$ 22,913.25 |
| 15. | Storm Sewer, Class 3, 18" RCP | LF | 144 | \$ 56.75 | \$ 8,172.00 | 144 | \$ 8,172.00 |
| 16. | Storm Sewer, Class 3, 24" RCP | LF | 8 | \$ 69.00 | \$ 552.00 | 67 | \$ 4,623.00 |
| 17. | Storm Sewer, Class 3, 30" RCP | LF | 163 | \$ 100.00 | \$ 16,300.00 | 163 | \$ 16,300.00 |
| 18. | Storm Sewer, Class 3, 36" RCP | LF | 78 | \$ 101.00 | \$ 7,878.00 | 69 | \$ 6,969.00 |
| 19. | Storm Sewer, Class 3, 48" RCP | LF | 306 | \$ 152.00 | \$ 46,512.00 | 306 | \$ 46,512.00 |
| 20. | Storm Sewer, Class 5, 48" RCP | LF | 150 | \$ 180.00 | \$ 27,000.00 | 150 | \$ 27,000.00 |
| 21. | Reinforced Concrete Box Culvert, Twin 12'x6' | LF | 80 | \$ 2,460.00 | \$ 196,800.00 | 80 | \$ 196,800.00 |
| 22. | Pipe Apron, RCP, 15" | EA | 1 | \$ 1,840.00 | \$ 1,840.00 | 1 | \$ 1,840.00 |
| 23. | Pipe Apron, RCP, 24" | EA | 1 | \$ 2,340.00 | \$ 2,340.00 | 1 | \$ 2,340.00 |
| 24. | Pipe Apron, RCP, 30" | EA | 1 | \$ 2,640.00 | \$ 2,640.00 | 1 | \$ 2,640.00 |
| 25. | Pipe Apron, RCP, 36" | EA | 2 | \$ 3,380.00 | \$ 6,760.00 | 2 | \$ 6,760.00 |
| 26. | Pipe Apron, RCP, 48" | EA | 1 | \$ 4,700.00 | \$ 4,700.00 | 1 | \$ 4,700.00 |
| 27. | Flared Wing Headwall, Twin RCBC 12'x6' | EA | 2 | \$ 14,445.00 | \$ 28,890.00 | 2 | \$ 28,890.00 |
| 28. | Manhole, SW-401, 48" | EA | 3 | \$ 2,760.00 | \$ 8,280.00 | 2 | \$ 5,520.00 |
| 29. | Manhole, SW-401, 60" | EA | 3 | \$ 4,085.00 | \$ 12,255.00 | 3 | \$ 12,255.00 |
| 30. | Manhole, SW-401, 72" | EA | 1 | \$ 4,925.00 | \$ 4,925.00 | 1 | \$ 4,925.00 |
| 31. | Manhole, SW-401, 84" | EA | 2 | \$ 10,345.00 | \$ 20,690.00 | 2 | \$ 20,690.00 |

BID ITEMS

| | Description | Unit | Estimated Quantity | Unit Price | Extended Price | Quantity Complete | Value Completed |
|-----|-----------------------------------------------------------------|------|--------------------|--------------|------------------------|-------------------|------------------------|
| 32. | Intake, SW-501 | EA | 1 | \$ 2,165.00 | \$ 2,165.00 | 1 | \$ 2,165.00 |
| 33. | Intake, SW-512 | EA | 2 | \$ 2,125.00 | \$ 4,250.00 | 2 | \$ 4,250.00 |
| 34. | Rip-Rap, Class E Revetment | TONS | 1,450 | \$ 50.75 | \$ 73,587.50 | 902 | \$ 45,776.50 |
| 35. | Erosion Stone | TONS | 85 | \$ 43.50 | \$ 3,697.50 | 104 | \$ 4,524.00 |
| 36. | Pavement Removal | SY | 700 | \$ 13.75 | \$ 9,625.00 | 791 | \$ 10,876.25 |
| 37. | Removal of Existing Roadway Culverts, less than or equal to 36" | LF | 210 | \$ 34.50 | \$ 7,245.00 | 206 | \$ 7,107.00 |
| 38. | Removal of Existing Roadway Culverts, greater than 36" | LF | 55 | \$ 52.60 | \$ 2,893.00 | 55 | \$ 2,893.00 |
| 39. | Remove and Reinstall 48" FES | EA | 1 | \$ 2,015.00 | \$ 2,015.00 | 1 | \$ 2,015.00 |
| 40. | Driveway Culvert, 15" | LF | 285 | \$ 59.25 | \$ 16,886.25 | 50 | \$ 2,962.50 |
| 41. | Driveway Culvert, 18" | LF | 50 | \$ 62.00 | \$ 3,100.00 | 0 | \$ - |
| 42. | Seed, Fertilize and Mulch, Type 2 | AC | 13 | \$ 1,700.00 | \$ 22,100.00 | 0 | \$ - |
| 43. | Sodding | SQ | 16 | \$ 123.50 | \$ 1,976.00 | 0 | \$ - |
| 44. | Stormwater Pollution Prevention Plan (SWPPP) Preparation | LS | 1 | \$ 1,800.00 | \$ 1,800.00 | 100% | \$ 1,800.00 |
| 45. | Stormwater Pollution Prevention Plan (SWPPP) Management | LS | 1 | \$ 3,090.00 | \$ 3,090.00 | 100% | \$ 3,090.00 |
| 46. | Silt Fence, Installation & Removal | LF | 12,000 | \$ 1.55 | \$ 18,600.00 | 1729 | \$ 2,679.95 |
| 47. | 8" Filter Sock, Installation & Removal | LF | 7,200 | \$ 1.55 | \$ 11,160.00 | 50 | \$ 77.50 |
| 48. | Erosion Control Mulching, Conventional | AC | 10 | \$ 515.00 | \$ 5,150.00 | 0 | \$ - |
| 49. | Temporary Rolled Erosion Control (RECP) | SQ | 500 | \$ 12.40 | \$ 6,200.00 | 0 | \$ - |
| 50. | Traffic Control | LS | 1 | \$ 7,725.00 | \$ 7,725.00 | 75% | \$ 5,793.75 |
| 51. | Pavement Markings | STA | 46.00 | \$ 54.60 | \$ 2,511.60 | 0 | \$ - |
| 52. | Detectable Warnings | SF | 50 | \$ 53.00 | \$ 2,650.00 | 95 | \$ 5,035.00 |
| 53. | Field Fence, Remove & Replace | LF | 2,720 | \$ 5.95 | \$ 16,184.00 | 3,450 | \$ 20,527.50 |
| 54. | Water Main Adjustment #1 | LS | 1 | \$ 545.00 | \$ 545.00 | 100% | \$ 545.00 |
| 55. | Water Main Adjustment #2 | LS | 1 | \$ 24,700.00 | \$ 24,700.00 | 100% | \$ 24,700.00 |
| 56. | PCC Curb & Gutter, 2.5' Wide | LF | 350 | \$ 33.25 | \$ 11,637.50 | 350 | \$ 11,637.50 |
| 57. | Modified Subbase, 6" | CY | 2,600 | \$ 44.50 | \$ 115,700.00 | 2,600 | \$ 115,700.00 |
| 58. | Subdrains, 6" | LF | 2,650 | \$ 17.95 | \$ 47,567.50 | 2105 | \$ 37,784.75 |
| | TOTAL BASE BID | | | | \$ 2,207,319.60 | | \$ 2,055,222.45 |
| | | | | | | | |
| | ALTERNATE BID 1 | | | | | | |
| 1.1 | Granular Surfacing, 6" | TONS | -540 | \$ 23.25 | \$ (12,555.00) | -540 | \$ (12,555.00) |
| 1.2 | 7" PCC Pavement | SY | 1,700 | \$ 61.25 | \$ 104,125.00 | 1,696 | \$ 103,880.00 |
| 1.3 | Storm Sewer, Class 3, 15" RCP | LF | 164 | \$ 55.75 | \$ 9,143.00 | 164 | \$ 9,143.00 |
| 1.4 | Manhole, SW-401, 48" | EA | 3 | \$ 2,695.00 | \$ 8,085.00 | 2 | \$ 5,390.00 |
| 1.5 | Intake, SW-501 | EA | 2 | \$ 2,410.00 | \$ 4,820.00 | 2 | \$ 4,820.00 |
| 1.6 | Pavement Markings | STA | 5.25 | \$ 412.00 | \$ 2,163.00 | 0 | \$ - |
| 1.7 | PCC Curb & Gutter, 2.5' Wide | LF | -350 | \$ 33.25 | \$ (11,637.50) | -350 | \$ (11,637.50) |
| | TOTAL ALTERNATE BID 1 | | | | \$ 104,143.50 | | \$ 99,040.50 |
| | | | | | | | |

BID ITEMS

| | Description | Unit | Estimated Quantity | Unit Price | Extended Price | Quantity Complete | Value Completed |
|--------------------------------------------------|-----------------------------------|------|--------------------|--------------|---------------------|-------------------|------------------------|
| | ALTERNATE BID 2 | | | | | | |
| 2.1 | Storm Sewer, Class 3, 15" RCP | LF | 319 | \$ 55.75 | \$ 17,784.25 | 272 | \$ 15,164.00 |
| 2.2 | Storm Sewer, Class 3, 18" RCP | LF | 275 | \$ 56.75 | \$ 15,606.25 | 275 | \$ 15,606.25 |
| 2.3 | Storm Sewer, Class 3, 24" RCP | LF | 92 | \$ 69.00 | \$ 6,348.00 | 92 | \$ 6,348.00 |
| 2.4 | Manhole, SW-401, 48" | EA | 5 | \$ 2,615.00 | \$ 13,075.00 | 5 | \$ 13,075.00 |
| 2.5 | Manhole, SW-401, 60" | EA | 1 | \$ 4,235.00 | \$ 4,235.00 | 1 | \$ 4,235.00 |
| | TOTAL ALTERNATE BID 2 | | | | \$ 57,048.50 | | \$ 54,428.25 |
| TOTAL BASE BID AND ALTERNATE BIDS 1 AND 2 | | | | | | | \$ 2,208,691.20 |
| 3.1 | 30" RCP Storm Sewer | LF | -163 | \$ 100.00 | \$ (16,300.00) | -163 | \$ (16,300.00) |
| 3.2 | Structure No. 1, 48" MH | EA | -1 | \$ 2,760.00 | \$ (2,760.00) | -1 | \$ (2,760.00) |
| 3.3 | Structure No. 2, 60" MH | EA | -1 | \$ 4,085.00 | \$ (4,085.00) | -1 | \$ (4,085.00) |
| 3.4 | 15" RCP Storm Sewer (Base Bid) | LF | -47 | \$ 55.75 | \$ (2,620.25) | -47 | \$ (2,620.25) |
| 3.5 | 30" Pipe Apron | EA | -1 | \$ 2,640.00 | \$ (2,640.00) | -1 | \$ (2,640.00) |
| 3.6 | Rip-Rap at 30" Apron | TONS | -60 | \$ 50.75 | \$ (3,045.00) | -60 | \$ (3,045.00) |
| 3.7 | 12" Tile | LF | 180 | \$ 60.89 | \$ 10,960.20 | 180 | \$ 10,960.20 |
| 3.8 | Structure No. 3, 84" MH | EA | -1 | \$ 10,345.00 | \$ (10,345.00) | -1 | \$ (10,345.00) |
| 3.9 | Structure No. 9, 72" MH | EA | -1 | \$ 4,925.00 | \$ (4,925.00) | -1 | \$ (4,925.00) |
| 3.10 | Structure No. 9, 48" MH | EA | 1 | \$ 2,760.00 | \$ 2,760.00 | 1 | \$ 2,760.00 |
| 3.11 | Structure No. 13, 48" MH (Alt.1) | EA | -1 | \$ 2,760.00 | \$ (2,760.00) | -1 | \$ (2,760.00) |
| 3.12 | 15" RCP to Struct. No. 11 (Alt.1) | LF | -21 | \$ 55.75 | \$ (1,170.75) | -21 | \$ (1,170.75) |
| 3.13 | 15" Tile | LF | 179 | \$ 68.20 | \$ 12,207.80 | 179 | \$ 12,207.80 |
| 3.14 | 36" RCP Storm Sewer | LF | -46 | \$ 101.00 | \$ (4,646.00) | -46 | \$ (4,646.00) |
| 3.15 | 36" Pipe Apron | EA | -1 | \$ 3,380.00 | \$ (3,380.00) | -1 | \$ (3,380.00) |
| 3.16 | 48" Pipe Apron | EA | 1 | \$ 4,700.00 | \$ 4,700.00 | 1 | \$ 4,700.00 |
| 3.17 | 48" RCP Storm Sewer | LF | 10 | \$ 152.00 | \$ 1,520.00 | 10 | \$ 1,520.00 |
| 3.18 | Rip-Rap at 48" Apron | TONS | -110 | \$ 50.75 | \$ (5,582.50) | -110 | \$ (5,582.50) |
| 3.19 | Erosion Stone at 48" Apron | TONS | -70 | \$ 43.50 | \$ (3,045.00) | -70 | \$ (3,045.00) |
| 3.20 | Relocate 48" Flared End | EA | -1 | \$ 2,015.00 | \$ (2,015.00) | -1 | \$ (2,015.00) |
| 3.21 | 48" Pipe Apron | EA | 1 | \$ 4,700.00 | \$ 4,700.00 | 1 | \$ 4,700.00 |
| 3.22 | Relocate Water Main #1 | EA | -1 | \$ 545.00 | \$ (545.00) | -1 | \$ (545.00) |
| 3.23 | 60" MH Structure | EA | -1 | \$ 4,085.00 | \$ (4,085.00) | -1 | \$ (4,085.00) |
| 3.24 | 36" RCP Storm Sewer | LF | -23 | \$ 101.00 | \$ (2,323.00) | -23 | \$ (2,323.00) |
| 3.25 | 24" RCP Storm Sewer | LF | 23 | \$ 69.00 | \$ 1,587.00 | 23 | \$ 1,587.00 |
| 3.26 | 36" Pipe Apron | EA | -1 | \$ 3,380.00 | \$ (3,380.00) | -1 | \$ (3,380.00) |
| 3.27 | 24" Pipe Apron | EA | 1 | \$ 2,340.00 | \$ 2,340.00 | 1 | \$ 2,340.00 |
| 3.28 | 15" RCP Storm Sewer (Alt. 2) | LF | -48 | \$ 55.75 | \$ (2,676.00) | -48 | \$ (2,676.00) |
| 3.29 | Relocate Water Main #2 | EA | -1 | \$ 24,700.00 | \$ (24,700.00) | -1 | \$ (24,700.00) |
| 3.30 | Earthwork | EA | 1 | \$ 63,404.00 | \$ 63,404.00 | 1 | \$ 63,404.00 |
| 3.31 | Tree Removal | EA | 1 | \$ 5,775.00 | \$ 5,775.00 | 1 | \$ 5,775.00 |
| 3.32 | 6" Tile Connection | EA | 1 | \$ 550.00 | \$ 550.00 | 1 | \$ 550.00 |
| 3.33 | 6" Tile | LF | 610 | \$ 19.14 | \$ 11,675.40 | 610 | \$ 11,675.40 |
| 3.34 | Hickenbottom Intake | EA | 1 | \$ 1,650.00 | \$ 1,650.00 | 1 | \$ 1,650.00 |
| 3.35 | Field Entrance Earthwork | EA | 3 | \$ 750.00 | \$ 2,250.00 | 2 | \$ 1,500.00 |
| 3.36 | Field Entrance Culverts | LF | 140 | \$ 59.25 | \$ 8,295.00 | 140 | \$ 8,295.00 |

BID ITEMS

| | Description | Unit | Estimated Quantity | Unit Price | Extended Price | Quantity Complete | Value Completed |
|------|--------------------|------------------------------------|--------------------|------------|----------------|-------------------|-----------------|
| 3.37 | Granular Surfacing | TONS | 60 | \$ 23.25 | \$ 1,395.00 | 0 | \$ - |
| | | Change Order No. 1 Value Completed | | | | | \$ 26,595.90 |

MATERIALS STORED SUMMARY

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

| SUMMARY | | | | |
|----------------------------------------------|--------|--------------------------|----------------|-----------------|
| | | | Contract Price | Value Completed |
| Original Contract Price | | | \$2,368,511.60 | \$ 2,208,691.20 |
| Approved Change Orders (list each) | No. 1 | \$ | 28,740.90 | \$ 26,595.90 |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| TOTAL ALL CHANGE ORDERS | | | 28,740.90 | 26,595.90 |
| Revised Contract Price | | \$ | 2,397,252.50 | \$ 2,235,287.10 |
| Materials Stored | | | | 0.00 |
| Value of Completed Work and Materials Stored | | | | \$ 2,235,287.10 |
| Less Retained Percentage (5%) | | | | \$ 111,764.36 |
| Net Amount Due This Estimate | | | | \$ 2,123,522.75 |
| Less Estimate(s) Previously Approved | No.1 | \$ | 210,259.70 | |
| | No.2 | \$ | 823,106.36 | |
| | No.3 | | | |
| | No.4 | | | |
| | No.5 | | | |
| | No.6 | | | |
| | No. 7 | | | |
| | No. 8 | | | |
| | No. 9 | | | |
| | No. 10 | | | |
| | No. 11 | | | |
| | No. 12 | | | |
| Less Total Pay Estimates Previously Approved | | | | \$ 1,033,366.06 |
| Percent Complete | 93% | Amount Due This Estimate | | \$ 1,090,156.69 |

The amount \$ 1,090,156.69 is recommended for approval for payment in accordance with the terms of the contract.

| | | |
|-----------------------------------|-------------------------------|----------------------|
| Quantities Complete Submitted By: | Recommended By: | Approved By: |
| Concrete Technologies | Veenstra & Kimm, Inc. | City of Huxley, Iowa |
| Signature: <i>Wendy Koberlein</i> | Signature: <i>Tommy Alder</i> | Signature: |
| Title: <i>Project Manager</i> | Title: Project Manager | Title: |
| Date: <i>11-5-20</i> | Date: <i>11/5/2020</i> | Date: |

COUNCIL COMMUNICATION

AGENDA HEADING:

Approval of appointments to Polk County E-911 Board

SUBMITTED BY: Todd Moomaw, Fire and Rescue Chief

SYNOPSIS: Please consider the following members of Huxley Fire & Rescue for appointment to Polk County E-911 Board

-Todd Moomaw

-Trent Meiners (Alternate)

-Megan Brendeland (Alternate)

PREVIOUS COUNCIL ACTION(S): YES

The City of Huxley has previously appointed members to the Polk County E-911 Board

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.



Polk County Joint 911 Service Board
2021 Membership Appointments

| | |
|---------------|----------------------|
| Jurisdiction: | HUXLEY FIRE & RESCUE |
|---------------|----------------------|

Primary Member:

| | | | |
|----------------|-------------------|------------|-----------------------------|
| Name: | TODD MOOMAN | Title: | CHIEF, HUXLEY FIRE & RESCUE |
| Address: | 104 EAST RAFLVHAY | | |
| City: | HUXLEY | State: | IA Zip Code: 50124 |
| Work Phone: | | Mobile Ph: | 515-441-1717 |
| Email Address: | tmooma@gmail.com | | |

Alternate Member:

| | | | |
|----------------|-------------------------|------------|-----------------------------------|
| Name: | TRENT MEINERS | Title: | FIREFIGHTER, HUXLEY FIRE & RESCUE |
| Address: | 104 EAST RAFLVHAY | | |
| City: | HUXLEY | State: | IA Zip Code: 50124 |
| Work Phone: | | Mobile Ph: | 515-590-0410 |
| Email Address: | Trent.meiners@gmail.com | | |

Secondary Alternate Member:

| | | | |
|----------------|---------------------|------------|-----------------------------------|
| Name: | MEGAN BRENDLAND | Title: | FIREFIGHTER, HUXLEY FIRE & RESCUE |
| Address: | 104 EAST RAFLVHAY | | |
| City: | HUXLEY | State: | IA Zip Code: |
| Work Phone: | | Mobile Ph: | 515-240-0165 |
| Email Address: | megs475@hotmail.com | | |

Please return to Tracey L. Bearden (tracey.bearden@polkcountyia.gov) or 1907 Carpenter Ave., Des Moines, IA 50314
Questions: tracey.bearden@polkcountyia.gov or 515.286.2107

Resolution # 109

**Resolution to Appoint a Member and Alternate Member(s) to the
Polk County 911 Service Board**

Whereas, the Polk County Joint 911 Service Board enables the orderly development, installation, and operation of 911 emergency telephone communications systems and other emergency 911 notification devices; and

Whereas, the Polk County Board of Supervisors shall maintain a Joint 911 Service Board; and

Whereas, each political subdivision having a public safety agency serving territory within the county is entitled to voting membership on the Joint 911 Service Board; and

Whereas, the Joint 911 Service Board shall annually submit a listing of members, to include the political subdivision they represent; and

Whereas, the board members shall be the liaison between their jurisdiction and the board.

Now, Therefore, Be It Resolved that TODD MOONAWY (name) be appointed as the primary member; and

Be it Further Resolved that TRENT MEYERS (name) be appointed as an alternate member; and

Be it Further Resolved that MEGAN BRENDLAND (name) be appointed as a secondary alternate member; and

Be It Further Resolved that the Member, Alternate Member or Secondary Alternate Member attend the Board meetings on behalf of HUXLEY FIRE & RESCUE (local jurisdiction name).

Chief Elected Official

Attest

Date

Date

COUNCIL COMMUNICATION

AGENDA HEADING:

Approving FY 20/21 Capital Improvement Plan (CIP)

SUBMITTED BY

Rita Conner, City Administrator

SYNOPSIS:

At the October 27 meeting, City Council reviewed the complete draft Capital Improvement Plan (CIP) for FY 20/21 to FY 28/29.

The FY 20/21 CIP, following discussion in the FY 20/21 budget process, was sized and timed to maximize available resources to complete targeted priority projects and also to allow time for monitoring annual revenue source collections during the Covid 19 economic uncertainty. The projects included require no new debt issuance and do not impact the City's tax levy rate.

FISCAL IMPACT:

Amount: Total CIP cost estimate for FY 20/21 is \$11,789,268. This includes an estimated \$8.1M for the water treatment plant expansion project. Funding sources are noted in the accompanying table.

ADMINISTRATOR RECOMMENDATION:**BOARD/COMMISSION ACTION(S): NONE****ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:**

- Development of plans, designs and bid schedules; final financing for water treatment plant expansion
- Council review of plans, contracts, pay applications and acceptance of public improvements where warranted

FY 20/21 Capital Improvement Plan

Total All Projects

\$11,789,268.00

Notes:
560th already funded
Road Use Tax Allocation
Water Expansion sources reviewed 2020
Enterprise Funds
Insurance
PD Grants
3C's Building

Public Works-Streets

| | Cost Estimate | Funding Source |
|-------------------------------------------------------------------|----------------|------------------------|
| North 4th Avenue | \$144,600.00 | Road Use Tax |
| New Pavement and Straightening of 560th from East 1st to Blue Sky | | |
| City | \$1,368,511.00 | Spring 2020 Bond |
| Story County Cost Share | \$1,000,000.00 | Story County |
| Total | \$2,368,511.00 | |
| Mill and Overlay | | |
| East 4th Street from Highway 69 to North 2nd Ave. | \$90,356.00 | Road Use Tax |
| Cedar Lane | \$117,858.00 | Road Use Tax |
| East 5th from Parkridge Avenue to Berhow Park | \$33,436.00 | Road Use Tax |
| Cypress Drive | \$18,200.00 | Road Use Tax |
| Total | \$259,850.00 | |
| Sidewalk Infill | \$50,000.00 | Public assessment bond |

Public Works-Water

| | | |
|--------------------------------------------|----------------|------------------|
| Water Plant Expansion/Well Field Expansion | \$7,480,000.00 | Spring 2021 Bond |
| Engineering | \$660,000.00 | Tax increment |
| Total | \$8,140,000.00 | |

Public Works-Wastewater

| | | |
|-------------------------------------|--------------|--------------------|
| Diesel Mower | \$20,000.00 | WW Enterprise Fund |
| Upgrade UV Bulbs and Quartz Jackets | \$15,000.00 | WW Enterprise Fund |
| Line Sanitary Main on West 3rd | \$35,000.00 | WW Enterprise Fund |
| Manhole rehab | \$20,000.00 | WW Enterprise Fund |
| Camera Trailer | \$225,000.00 | WW Enterprise Fund |
| Total | \$315,000.00 | |

Parks & Recreation

| | | |
|-------------|-------------|--------------|
| Berhow Park | | |
| Sewer | \$75,000.00 | |
| Drainage | \$10,000.00 | |
| Total | \$85,000.00 | General Fund |

Police

| | | |
|----------------|-------------|--------------|
| Patrol Vehicle | \$65,500.00 | General Fund |
| Radar Units | \$3,000.00 | General Fund |
| Patrol Cameras | \$10,000.00 | General Fund |
| Body cameras | \$5,600.00 | General Fund |
| Tasers | \$4,800.00 | General Fund |
| AEDs | \$2,000 | General Fund |
| Total | \$90,900.00 | |

Fire-EMS

| | | |
|--------------|-------------|--------------|
| Generator | \$15,000.00 | General Fund |
| Knox Keyhole | \$5,000.00 | General Fund |
| Total | \$20,000.00 | |

Administration/3C's Building

| | | |
|--------------------|--------------|-------------------|
| HVAC Controls | \$100,000.00 | General Fund |
| Boiler | | |
| Financial Software | \$10,000.00 | General Fund |
| New roof | \$205,407.00 | Insurance-Derecho |
| Total | \$315,407.00 | |

RESOLUTION NO. 20-105

RESOLUTION APPROVING FY 20/21 CAPITAL IMPROVEMENT PLAN

WHEREAS, Council has reviewed the long-range Capital Improvement Plan developed by staff including the projects for FY 20/21 and;

WHEREAS, the total estimated cost of the projects is \$11,789,268 and will be funded through financing sources in the accompanying table to this resolution and;

WHEREAS, work on the FY 20/21 Capital Improvement Plan will be conducted between November 11 and June 30 , 2020.

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

The FY 20/21 Capital Improvement Plan is hereby approved.

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

PASSED, ADOPTED AND APPROVED this 10th day of November 2020.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 20-105** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 10th day of November 2020

Kevin Deaton, Mayor

ATTEST:

Jolene R. Lettow, City Clerk

COUNCIL COMMUNICATION

AGENDA HEADING:

Approving Resolution Moving Forward with Hy Point Active Senior Living Economic Development Proposal

SUBMITTED BY:

Rita Conner, City Administrator

SYNOPSIS:

Hy Point, LLC (Kirk Peterson, 53733 Highway 210 Huxley, Iowa 50124; Jon Garnaas, 13492 Lake Shore Drive Clive, Iowa 50325) is proposing a \$6,190,000 development to construct a 37,771 square foot 18 unit residential project on Main Avenue between W 3rd Street and W 5th Street. The properties are currently owned by the City of Huxley and the Ballard Community School District and contain a portion of Nord Kalsem Park and the school bus barn. The current 2020 total assessed valuation for the property is 0, as both properties are tax exempt. The proposal, designed to promote healthy living, would create an estimated \$4,500,000 to \$4,750,000 in new taxable valuation and provide for quality infill development and improvements to the adjacent park. The project would also serve to further activate Main Avenue, providing activity, new residents and a link between Olde Towne and the 3C's.

The proposal is for a public/private partnership between Hy Point, LLC, the City of Huxley and the Ballard Community School District. Hy Point, LLC would finance and construct the project with conventional financing and developer equity. Property currently owned by the City and the District would be conveyed to HyPoint, LLC and the school bus barn would be demolished, with a new transportation center constructed on an alternate site that is not imbedded in a residential neighborhood and ideally is already tax exempt. The proposed alternate site is the City of Huxley water and wastewater treatment plants site on East 1st Street. The need to assemble land for the project and construct a new transportation center creates a financing gap that is proposed to be filled by a project-generated tax increment grant from the new valuation created by the Hy Point development. The grant would provide debt service cash flow for the developer's up-front financing of the new transportation center for the District.

Staff proposes that Council approve the resolution allowing the project to advance in development and negotiation of the variables involved. A development agreement draft would be prepared for Council review containing the proposed terms between the parties.

Additional information is below and in the attachments.

FISCAL IMPACT:

Amount: Transportation center cost estimate is at \$1,142,397.50 before any value-added engineering or land discount variables

Funding Source: Project generated tax increment

ADDITIONAL INFORMATION:

COUNCIL COMMUNICATION

- Project improvements are further detailed in the attachments. Hy Point is uniquely envisioned as a community that emphasizes health and wellness and proposes to offer services to residents in the facility that will contribute to and support healthy living. The adjacent park improvements and walking paths take the concept outside the homes and into the public realm.
- Hy Point, LLC will provide financial information for staff underwriting review including operating and cash flow proformas demonstrating project income, debt service, operating revenues and capital reserve. This information, combined with the analysis of the current real estate conditions, valuation, and the projected future valuations and TIF cash flows, provides the data foundation to base the economic development grant recommendation on. An initial TIF cash flow model is included with this agenda item.
- Land value is a variable in this equation. Scenarios may include a purchase of land by the developer from the District, or donation of land, sale of land, leasing of land between the parties to help the project components come together. A graphic is included with this agenda item of the proposed new transportation center at the City's East 1st location east of I-35. The transportation center footprint allows for expansion of the water treatment plant with the City's 2021 project and also provides for the construction of a new public works facility that is currently in the City's CIP for FY 23/24. The ability to consolidate Public Works operations at one site (eventually vacating other sites where operations are based) was part of the reasoning for the selection of the site where the plants are located; the ability to have space to do so is an important variable for the City.
- The collective intentions with the proposal are to recognize the current vacant and underutilized real estate conditions, opportunity for new investment from Hy Point, LLC, ability to anticipate a future increase in taxable valuation through the investment using very conservative projections, having any TIF paid out in rebate form after the owners' up-front investment, TIF to be generated by the project's tax dollars and not taken from the general district, and a majority of the grant recaptured by the City within 10 years after the conclusion of the agreement. In addition, the ability for the City and the school to partner with the developer for the benefit of the public is of significant value.

ADMINISTRATOR RECOMMENDATION: Approve moving forward and direct City Administrator to complete final negotiation and drafting of development agreement documents for presentation to Council.

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

- Land component for current and future sites
- Development agreement draft prepared
- Urban renewal plan resolution and legal description, public hearing
- Council review of Development Agreement

COUNCIL COMMUNICATION

- Construction of Improvements
- Certificate of Completion and Council Acceptance of Project

RESOLUTION NO. 20-106

**RESOLUTION APPROVING HYPOINT, LLC ACTIVE SENIOR LIVING ECONOMIC
DEVELOPMENT PROPOSAL**

WHEREAS, Hy Point, LLC has requested to work with the City of Huxley on an investment on Main Avenue between W 5th Street and W 3rd Street and;

WHEREAS, the project would involve improvements to currently tax exempt property owned by the City of Huxley and the Ballard Community School District and provide economic revitalization for the community and;

WHEREAS, City Council is directing the City Administrator to work with Hy Point, LLC on an urban renewal development agreement to provide a portion of project generated tax increment for to assist with the development of the project and to work with the variables outlined in the accompanying Council Communication.

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

City Administrator is directed to work with Hy Point, LLC to bring a development agreement for Council review.

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

PASSED, ADOPTED AND APPROVED this 10th day of November 2020.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 20-106** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 10th day of November 2020.

Kevin Deaton, Mayor

ATTEST:

Jolene R. Lettow, City Clerk

Hy Point Active Living

Assumptions:

| | |
|-----------------------------|----------|
| Current Assessed Valuation | \$0 |
| Current Taxable Valuation | \$0 |
| Inflation factor | 1.015 |
| Rollback | 56.4094% |
| Total Tax Rate | 3.8559% |
| Tax Rate not Subject to TIF | 1.0584% |
| TIF Rate | 2.8106% |

| | |
|-----------------------------|----|
| Present Value Discount Rate | 5% |
|-----------------------------|----|

Parameters and Variables

| |
|-------------------------------------------------------------|
| Public -private partnership |
| City, school district, developer |
| Land assemblage creates financing gap |
| Conservative % valuation growth (ideally could be exceeded) |
| Debt service and other levies protected |
| Bus barn relocation |
| Park Improvements |
| Assume residential valuation |
| Neighborhood benefit of bus barn relocation |
| Urban renewal |

2018 Total Taxes

\$0

15 Year total taxes

\$1,552,919

Proposed project information

| | |
|---------------------------|-------------------------------|
| Developer Investment | 6,190,000 |
| Financing Sources | Dev conventional loan, equity |
| New transportation center | \$1,142,397.50 |
| Land | |
| New site | |

Totals (highlighted area is 15 year assistance term)

Assessment

| <u>Year</u> | <u>Assessed Value</u> | <u>Total Taxes</u> | <u>Total TIF Generated</u> | <u>75%</u> |
|-------------|-----------------------|--------------------|----------------------------|------------------|
| 2021 | 0 | 0 | 0 | |
| 2022 | 4,500,000 | 97,879 | 71,344 | 53,508 |
| 2023 | 4,567,500 | 99,347 | 71,344 | 53,508 |
| 2024 | 4,567,500 | 99,347 | 72,414 | 54,311 |
| 2025 | 4,636,013 | 100,837 | 72,414 | 54,311 |
| 2026 | 4,636,013 | 100,838 | 73,500 | 55,125 |
| 2027 | 4,705,553 | 102,350 | 73,500 | 55,125 |
| 2028 | 4,705,553 | 102,350 | 74,603 | 55,952 |
| 2029 | 4,776,136 | 103,885 | 74,603 | 55,952 |
| 2030 | 4,776,136 | 103,885 | 75,722 | 56,791 |
| 2031 | 4,847,778 | 105,444 | 75,722 | 56,791 |
| 2032 | 4,847,778 | 105,444 | 76,858 | 57,643 |
| 2033 | 4,920,495 | 107,025 | 76,858 | 57,643 |
| 2034 | 4,920,495 | 107,025 | 78,011 | 58,508 |
| 2035 | 4,994,302 | 108,631 | 78,011 | 58,508 |
| 2036 | 5,069,217 | 108,631 | 79,181 | 59,386 |
| 2037 | 5,069,217 | 110,260 | 80,368 | 60,276 |
| 2038 | 5,145,255 | 110,260 | 80,368 | 60,276 |
| 2039 | 5,145,255 | 111,914 | 81,574 | 61,180 |
| 2040 | 5,222,434 | 111,914 | 81,574 | 61,180 |
| 2041 | 5,222,434 | 113,593 | 82,798 | 62,098 |
| 2042 | 5,300,771 | 113,593 | 82,798 | 62,099 |
| 2043 | 5,300,771 | 115,297 | 84,040 | 63,030 |
| 2044 | 5,380,283 | 115,297 | 84,040 | 63,030 |
| 2045 | 5,380,283 | 117,026 | 85,300 | 63,975 |
| 2046 | 5,460,987 | 117,026 | 85,300 | 63,975 |
| | 124,098,158 | 2,689,098 | 1,952,243 | 1,464,182 |



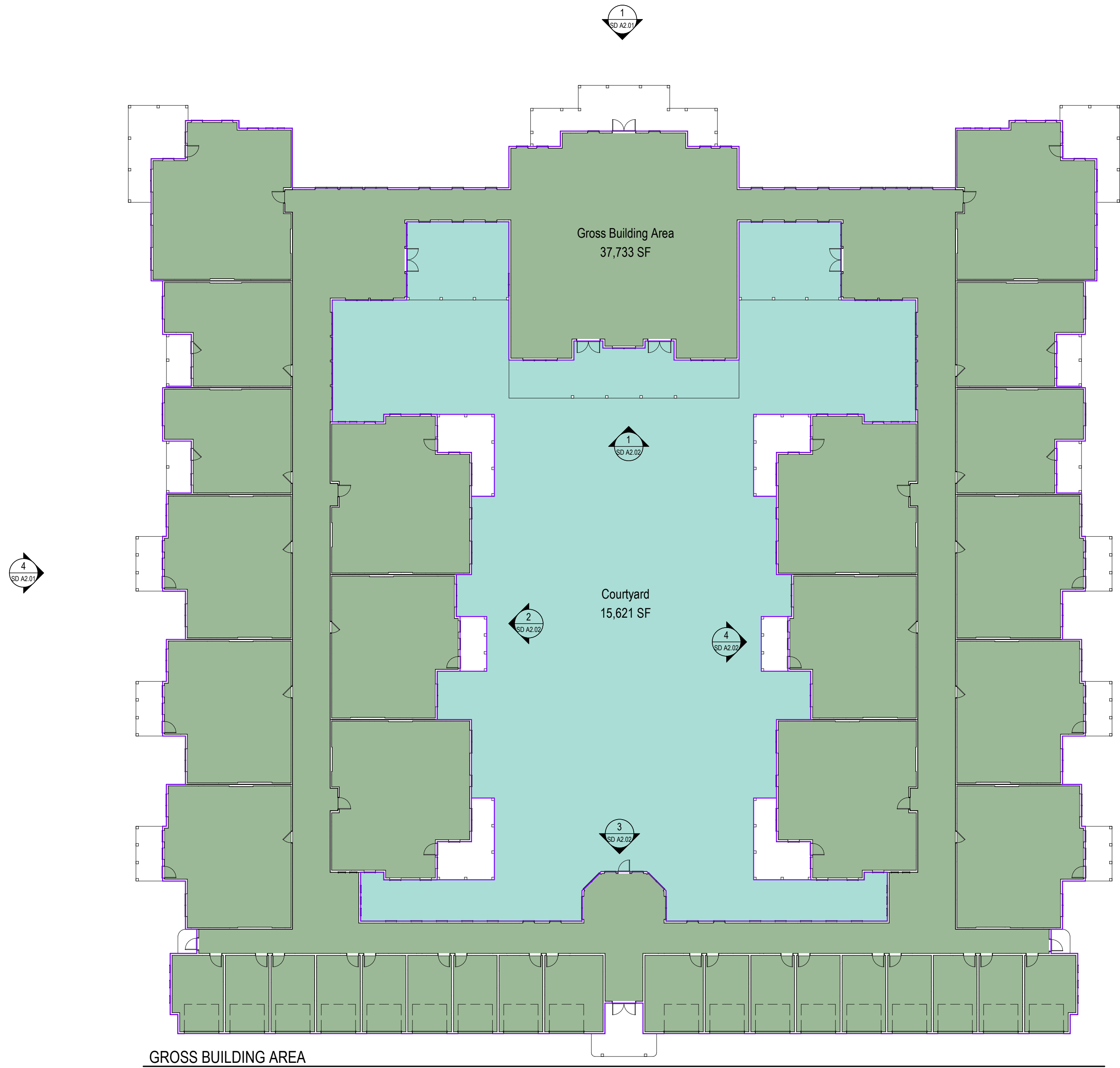
Site Plan



HY POINT ACTIVE ADULT LIVING

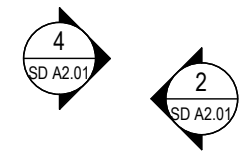
Huxley, Iowa

July 17, 2020



GROSS BUILDING AREA
1" = 20'-0"

| | |
|---------------------|-----------|
| Courtyard | 15,621 SF |
| Gross Building Area | 37,733 SF |
| Grand total | 53,354 SF |



SCHEMATIC AREAS
1" = 20'-0"

| | |
|-----------------|-----------|
| Garage | 2,384 SF |
| Garage | 2,384 SF |
| Garage Corridor | 2,683 SF |
| Wellness Center | 3,401 SF |
| Wing 1 | 13,460 SF |
| Wing 2 | 13,460 SF |
| Grand total | 37,771 SF |

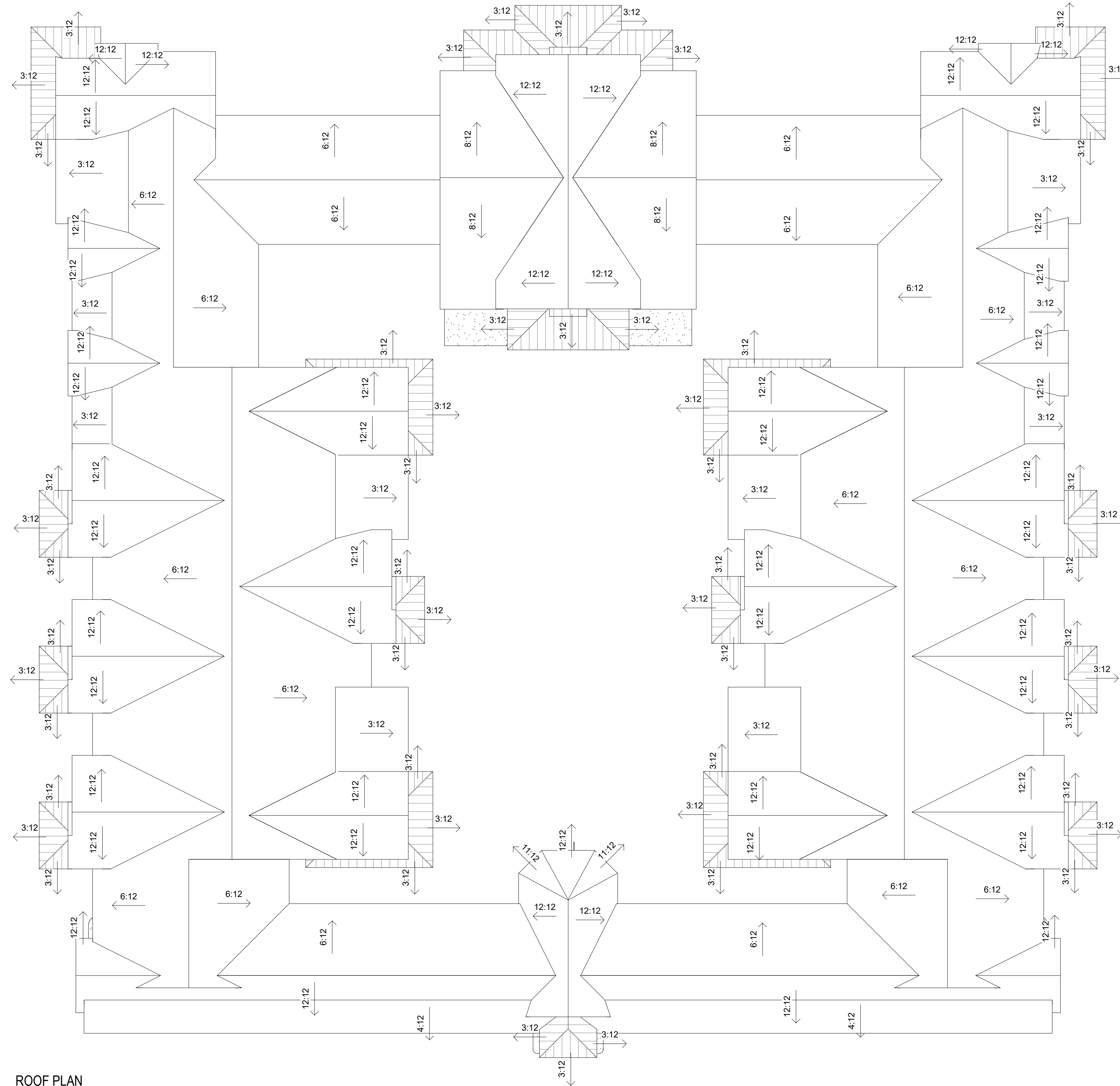


AREA PLANS

HEALTHY LIVING CENTERS OF AMERICA, LLC
WEST DES MOINES, IOWA

HY POINT ACTIVE ADULT LIVING
HUXLEY, IOWA

2020-09-11 | MR200253.00



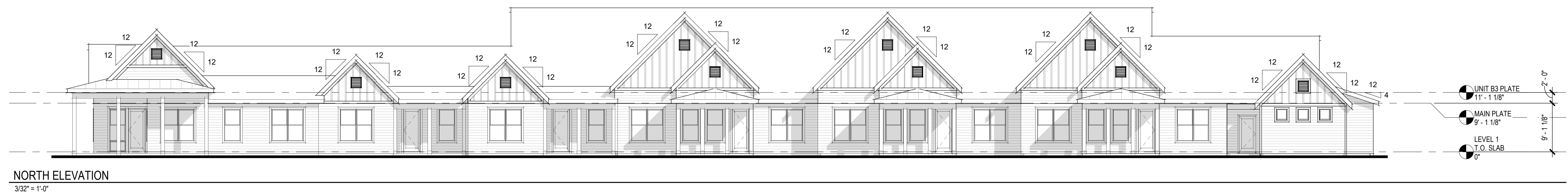
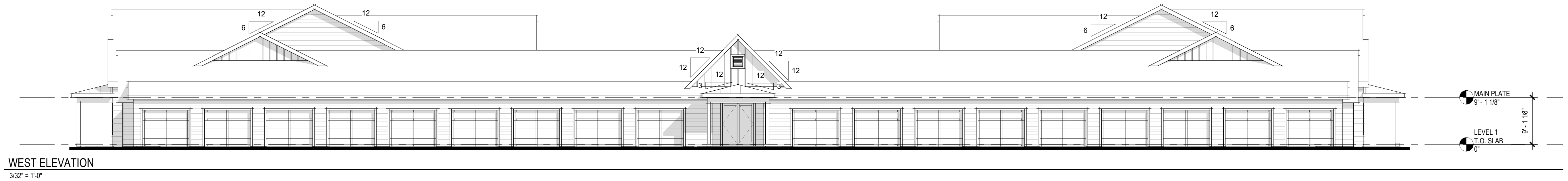
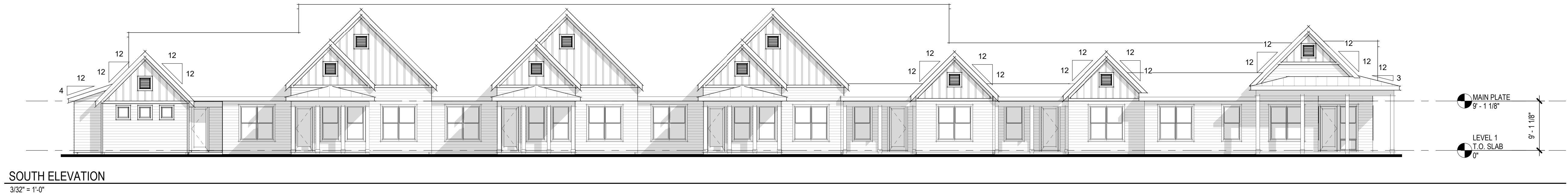
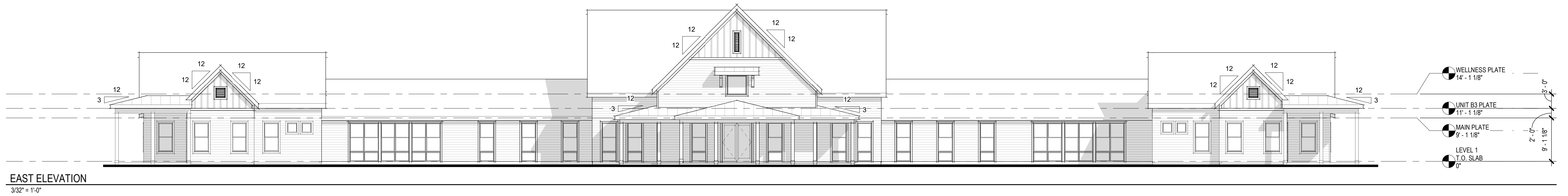
ROOF PLAN
1/16" = 1'-0"

BUILDING ROOF PLAN

HEALTHY LIVING CENTERS OF AMERICA, LLC
WEST DES MOINES, IOWA

HY POINT ACTIVE ADULT LIVING
HUXLEY, IOWA



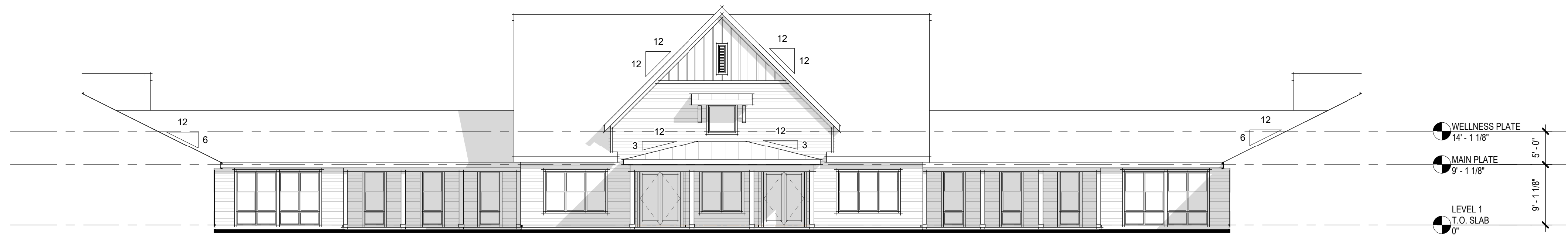


ELEVATIONS

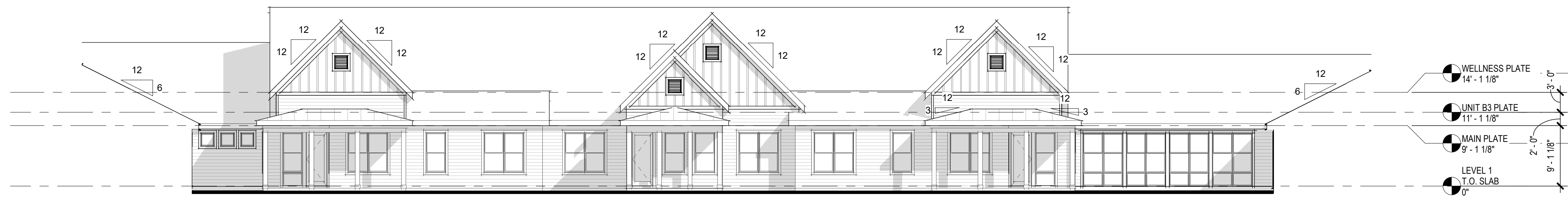
HEALTHY LIVING CENTERS OF AMERICA, LLC
WEST DES MOINES, IOWA

HY POINT ACTIVE ADULT LIVING
HUXLEY, IOWA

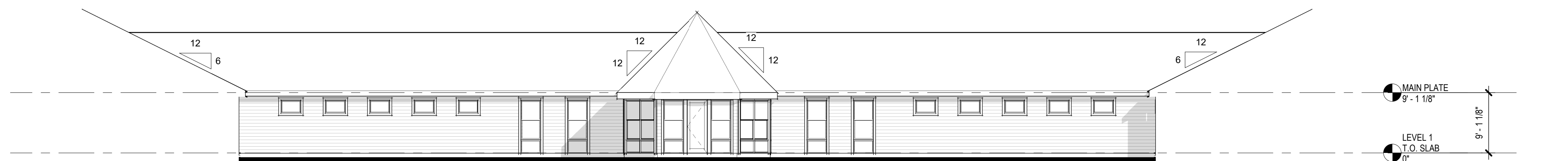
2020-09-11 | MR200253.00



COURTYARD - WELLNESS
3/32" = 1'-0"



COURTYARD - NORTH WING
3/32" = 1'-0"



COURTYARD - GARAGE
3/32" = 1'-0"



COURTYARD - SOUTH WING
3/32" = 1'-0"

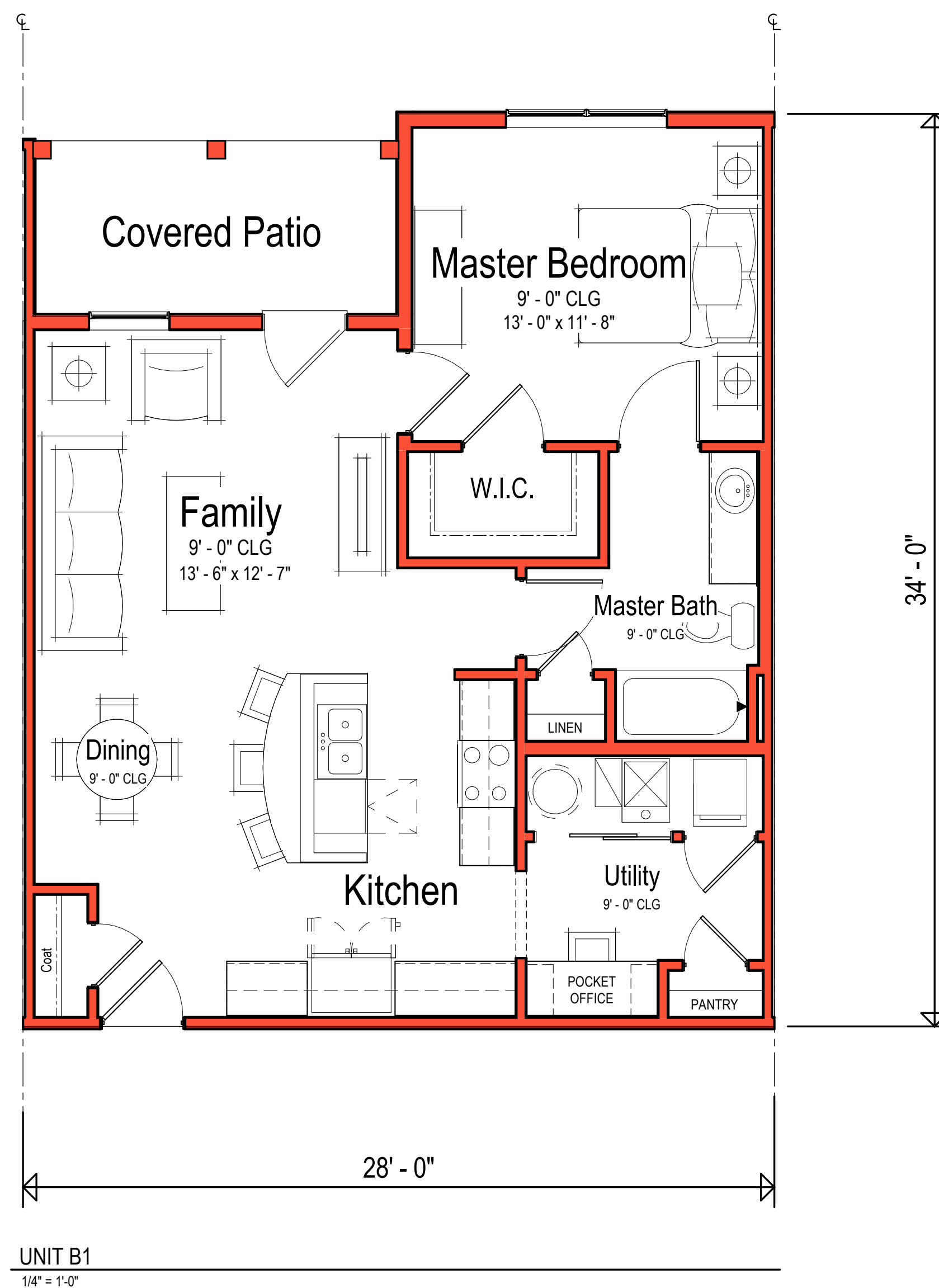
ELEVATIONS

HEALTHY LIVING CENTERS OF AMERICA, LLC
WEST DES MOINES, IOWA

HY POINT ACTIVE ADULT LIVING
HUXLEY, IOWA

2020-09-11 | MR200253.00



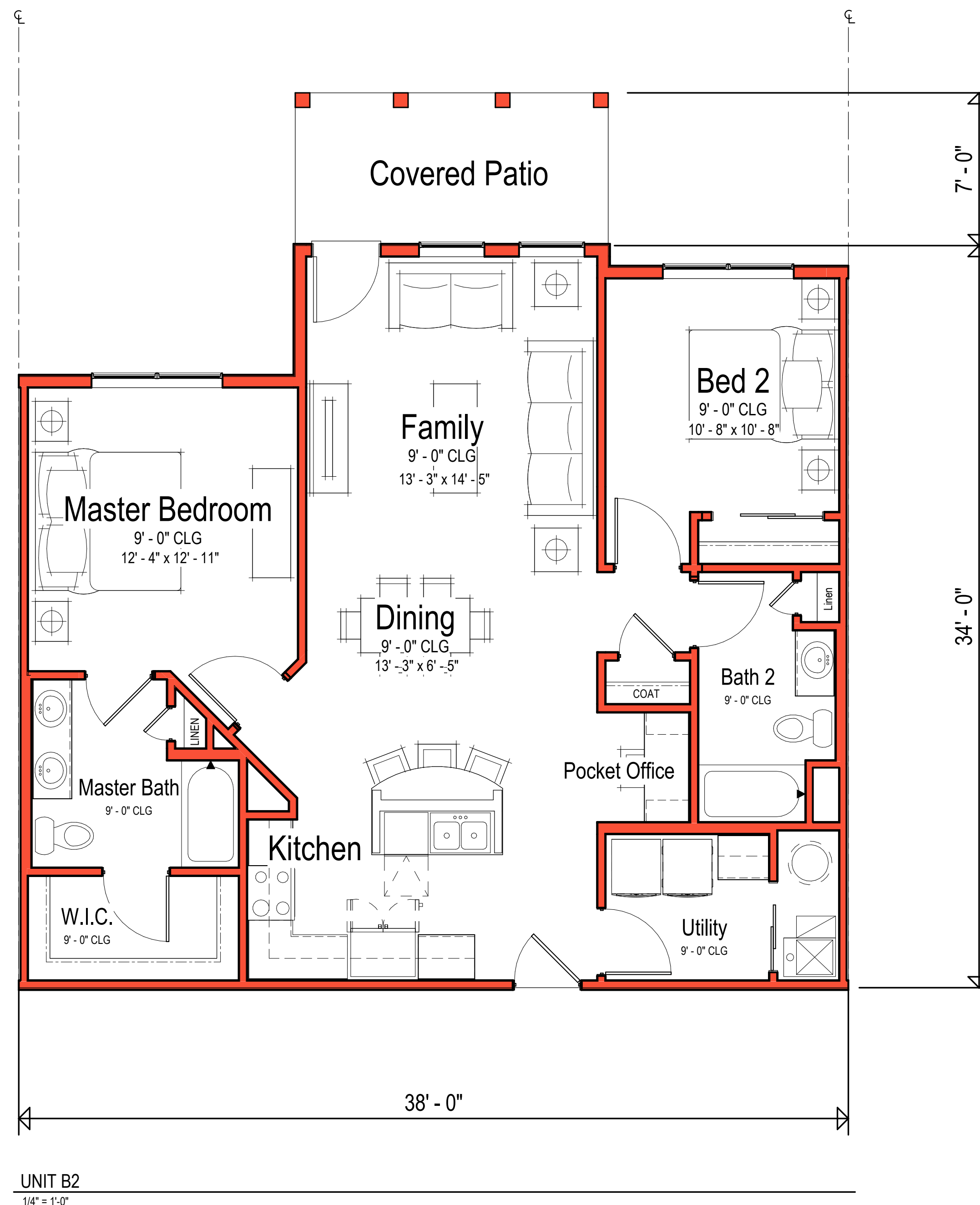


UNIT B1

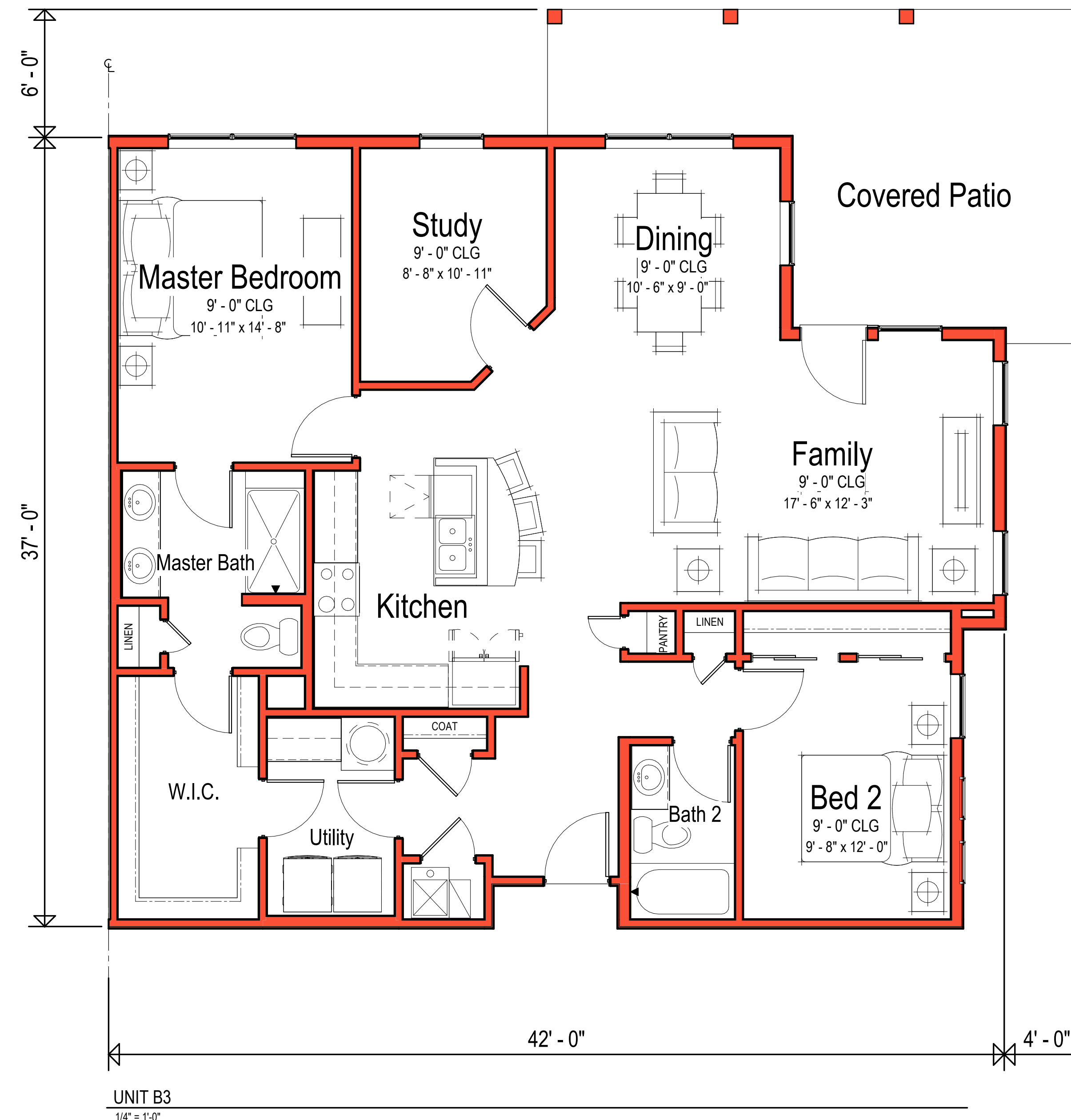
HEALTHY LIVING CENTERS OF AMERICA, LLC
WEST DES MOINES, IOWA

HY POINT ACTIVE ADULT LIVING
HUXLEY, IOWA

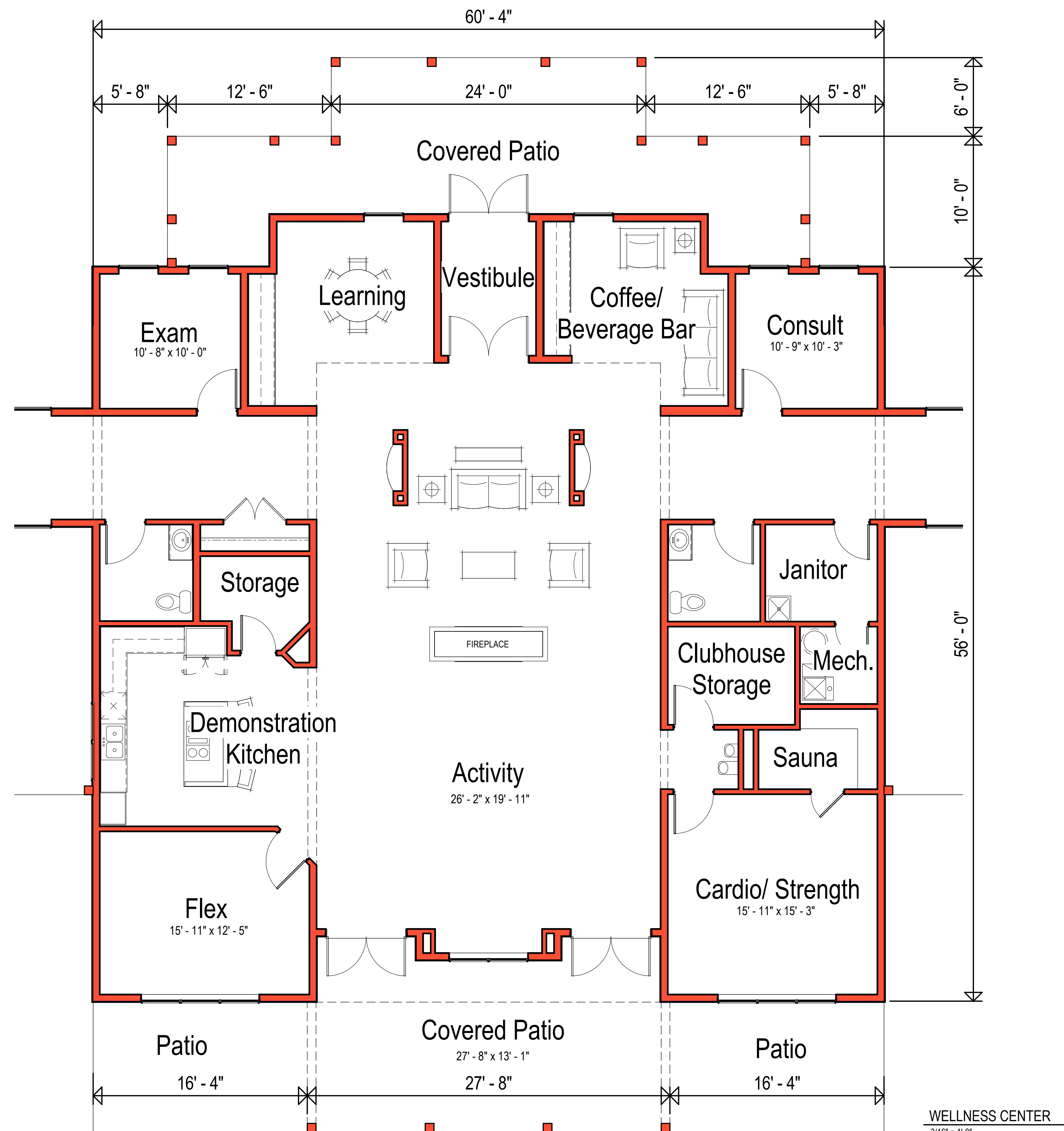
2020-09-11 | MR200253.00



UNIT B2



UNIT B3



WELLNESS CENTER

HEALTHY LIVING CENTERS OF AMERICA, LLC
WEST DES MOINES, IOWA

HY POINT ACTIVE ADULT LIVING
HUXLEY, IOWA

2020-09-11 | MR200253.00





WELLNESS INTERIOR

HEALTHY LIVING CENTERS OF AMERICA, LLC
WEST DES MOINES, IOWA

HY POINT ACTIVE ADULT LIVING
HUXLEY, IOWA

2020-09-11 | MR200253.00



COUNCIL COMMUNICATION

AGENDA HEADING:

Approving Resolution Moving Forward with Meadow Lane Economic Development Proposal

SUBMITTED BY:

Rita Conner, City Administrator

SYNOPSIS:

Meadow Lane Investments, LLC (Steve Quick, P.O. Box 396 Huxley, Iowa 50124) has developed residential housing in Huxley since the 1990's and has added over 100 additional lots and homes to the City's inventory. The City and Meadow Lane Investments, LLC worked together on development agreements to provide new housing inventory for the community and to provide project generated tax increment as a means of mitigating investor risk.

Meadow Lane Investments, LLC communicated intent to the City of Huxley in 2019 to undertake Meadow Lane Plat 4 under the terms of a development agreement in line with past agreements and also in line with agreements the City had undertaken or considered with other housing developers. There was Council discussion and staff discussion on moving forward, but no agreement was drafted in 2019. In 2020, Meadow Lane Investments, LLC communicated to staff on the intent to move forward with plat 4 based on the prior year commitments for a development agreement.

In the proposal, a portion of tax increment (TIF) generated by the new taxable valuation added in plat 4 would be rebated back to Meadow Lane Investments, LLC over a period of 10 years to respond to the up-front cost of the public improvements constructed in plat 4. The total developer investment was \$1,059, 443. A development agreement draft would be prepared for Council review containing the proposed terms between the parties.

Additional information is below.

FISCAL IMPACT:

Amount: Estimated \$56,000 per year over 10 years based on projected assessed valuation for 24 new homes in plat 4. A portion of the total tax increment would flow to the City's Low-Moderate Income set aside fund. Assumptions must be evaluated with the Story County Assessor prior to a development agreement being presented to Council.

Funding Source: Project generated tax increment

ADDITIONAL INFORMATION:

- Meadow Lane Investments, LLC and Westview Heights LLC were both in discussion with the City in 2019 on continued investment in single family residential development in Huxley. In general, retail follows rooftops in the market, and the increased housing development was viewed as the best path to grow the community and eventually be able to attract more commercial, office and retail development.

COUNCIL COMMUNICATION

- Huxley's investment into single family housing through development incentives allowed for the growth of the city that we see today and increased our ability to now be more visible and recognized as a place to make a business investment. Having the population to support commercial services is essential, and the investments made come back to the City with new residents and taxable valuation.
- Moving forward with finalizing the steps with Meadow Lane Investments, LLC concludes the discussions of 2019 for this project. On the front of further incentives for single family housing development, Council has stated an interest to turn to new commercial development and also revitalization, particularly on Main Avenue, Highway 69, I-35 and Highway 210.

ADMINISTRATOR RECOMMENDATION: Approval to move forward and direct City Administrator to complete final negotiation and drafting of development agreement documents for presentation to Council.

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

- Development agreement draft prepared
- Urban renewal plan resolution and legal description, public hearing
- Council review of Development Agreement

RESOLUTION NO. 20-107

**RESOLUTION APPROVING MOVING FORWARD WITH MEADOW LANE
ECONOMIC DEVELOPMENT PROPOSAL**

WHEREAS, Meadow Lane Investments, LLC has requested to work with the City of Huxley on their investment in public improvements in Plat 4 of the Meadow Lane Development and;

WHEREAS, the project has contributed improvements to land to provide 24 housing units for the community and the developer is requesting a portion of the project generated tax increment created by the future taxable valuation to be rebated back over 10 years to mitigate risk on the investment and;

WHEREAS, City Council is directing the City Administrator to work with Meadow Lane Investments, LLC on an urban renewal development agreement to provide a portion of project generated tax increment for to assist with the development of the project and to work with the variables outlined in the accompanying Council Communication.

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

City Administrator is directed to work with Meadow Lane Investments, LLC to bring a development agreement for Council review.

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

PASSED, ADOPTED AND APPROVED this 10th day of November 2020.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 20-107** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 10th day of November 2020.

Kevin Deaton, Mayor

ATTEST:

Jolene R. Lettow, City Clerk

COUNCIL COMMUNICATION

AGENDA HEADING:

Worksession-City of Huxley Comprehensive Planning, Growth and Utilities

SUBMITTED BY:

Rita Conner, City Administrator

SYNOPSIS:

Through 2020, Council and staff have been reviewing the City's Comprehensive Plan, evaluating long range capital improvement and infrastructure needs, and working to plan for the City's future. The 2013 and 2019 future land use maps have been updated to identify where new developments have occurred and new infrastructure has been constructed to serve residents and businesses. An \$8M project is in design to expand the City's water treatment plant and a master plan has been developed for extending the City's recreational trail system and infilling sidewalks city wide.

As the City of Huxley plans for development to continue to the west, south, north and east, an important step is to work with outside agencies including electric and gas utilities, other cities, Story County and the existing rural water districts within the proposed long range growth boundary. These discussions allow for the ability to collaborate where possible and also to make the most efficient use of public funds.

Staff discussions in 2020 with Xenia Rural Water and the Iowa Rural Utilities Association (IRUA) have included map and plan review and the City's anticipated directions of growth from the 2013 and 2019 plans. Review of an existing agreement between the City and Xenia from 2002 appears to provide a framework to move forward with identifying service areas and development of connection fee districts for passing along per acre costs to future development and also serve as a template for a similar agreement with IRUA. There is also ability to evaluate shared infrastructure. Additional information on this proposal is below.

FISCAL IMPACT:

Amount: To be determined. The current agreement provides for certain costs to be evaluated by the City and Xenia, which could be similar with IRUA. With connection fee districts being a common mechanism for cities in Iowa to recoup costs of installing public utilities, the establishment of districts for this purpose is not an unusual consideration. Learning what these fees would consist of is necessary to conclude the evaluation and be able to fully inform future investors in Huxley.

Funding Source: Connection fee districts developed by the parties. An example formula may be \$100,000 spread over 80 acres is roughly \$1200 per acre. If 3-4 homes were constructed, the per acre costs is further broken down. There is a need to understand what actual numbers would look like and how to apply to the acres in the City's growth area. With the housing stock in the Huxley market at costs between \$250,000 and \$400,000 and even higher, the ability to absorb the fees as a cost of doing business appears achievable.

COUNCIL COMMUNICATION

ADDITIONAL INFORMATION:

- There are instances in Iowa where cities and rural water agencies have not been able to reach solutions easily or without high costs for litigation. The intent of discussion is to avoid those costs and circumstances and develop solutions.
- The discussions in 2020 also included the City's planned water system expansion project and whether either rural water agency could be a partner/contributor to avoid redundant investment with public funds. These discussions stemmed from prior year conversations on emergency service connections and what types of distribution systems are in the ground in Story County, including those of Des Moines Water Works and the City of Ames.
- In Polk County in the early to mid 2000's, the Cities of Pleasant Hill and Altoona worked collaboratively with the SE Polk Rural Water District, Polk County and Des Moines Water Works on a scenario similar to the one described in this agenda item, which provided the ability for the two cities to grow to the degree that is visible today.

ADMINISTRATOR RECOMMENDATION: Approve moving forward and direct City Administrator to continue discussion of draft terms for review by Council, and Xenia/IRUA Boards

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

- The intent for this work is to be able to clearly and predictably welcome additional land into the City of Huxley for growth and development, particularly additional commercial, retail, office and industrial development that will offset the tax burden on residential property.

