



## **CITY COUNCIL MEETING NOTICE**

**TUESDAY AUGUST 10, 2021 6:00 P.M.**

### **CITY COUNCIL CHAMBERS**

### **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 the July 27, 2021 Regular Meeting and August 3, 2021 Worksession
  - b) Approve Payment of Bills
  - c) Third Reading of Ordinance No. 517 Rezoning of Certain Property owned by Janestar of Iowa, LLC from A-1 Agricultural to C-2 General Commercial
  - d) Motion on Items Related to Prairie Fest: Approval of Alcohol License and Beer Service Area Expansion, Insurance and Fireworks Permit
  - e) Motion to Approve Appointment of Ryan Harris to the Huxley Library Board of Trustees
  - f) Motion to Approve Safe Room Operation and Maintenance and Emergency Management Summary
  - g) Motion to Approve Iowa Department of Natural Resources Construction Permit Application-Water Treatment Plant Expansion
  - h) Motion to Approve Iowa Department of Natural Resources Construction Permit Application-Water System Improvements, Shallow Well No. 7
  - i) Approve Resolution No. 21-072 Payment Application No. 2 East 1<sup>st</sup> Street Project
  - j) First Reading of Ordinance No. 518 Parking Regulations
- 7. BUSINESS ITEMS**
  - a) Approve Resolution No. 20-073 to provide for a notice of hearing on proposed plans, specifications, form of contract and estimate of cost for the Water Treatment Plant Improvements Project, and the taking of bids therefor
  - b) Approve Resolution No. 20-074 to provide for a notice of hearing on proposed plans, specifications, form of contract and estimate of cost for the Water System Improvements – Shallow Well No. 7 Project, and the taking of bids therefor
  - c) First Reading of Ordinance No. 519 Pet Licenses
- 8. INFORMATIONAL ITEMS**
  - a) Update on Potential Funding Scenarios for Water Treatment Expansion Project Cost Estimate
  - b) Update on Sidewalk Infill Program Goals and Community Engagement Process

**7. CITY ADMINISTRATOR AND DIRECTOR REPORTS**

**8. MAYOR AND COUNCIL REPORTS**

**9. ADJOURNMENT**

**UPCOMING WORK SESSION TOPICS/REGULAR AGENDA ITEMS**

FY 2022 and Long-Range Capital Improvement Plan Worksession

Huxley Fire Rescue

Final Report 2020 Derecho

Space Needs Analysis and Comprehensive Plan

Other Topics of Interest to Mayor and Council

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, July 27, 2021

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

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

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

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

**CONSULTANTS PRESENT:** Forrest Aldrich– city engineer

### CONSENT AGENDA:

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

- a) Approve Minutes from the July 13, 2021 Regular Meeting
- b) Approve Payment of Bills
- c) Second Reading of Ordinance No. 517 Rezoning of Certain Property owned by Janestar of Iowa, LLC from A-1 Agricultural to C-2 General Commercial

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

#### Claims:

AMERICAN SECURITY CABINETS	RX PRESCRIPTION DROP BOX	1,995.00
ANKENY SANITATION	CITY TRASH PICKUP	294.88
ARNOLD MOTOR SUPPLY	OIL, FILTERS, GLOVES	301.90
BAKER & TAYLOR ENTERTAINME	BOOKS	270.95
BAKER GROUP	ROOF REPAIRS	605.50
BOLTEN & MENK, INC.	ENGINEER STREETS & WATER MAIN	2,547.00
BOOK SYSTEMS, INC.	SCANNERS, REC PRINTER, PAPER	1,845.00
BOUND TREE MEDICAL	MEDICAL SUPPLIES	973.43
BUD'S AUTO REPAIR INC	VEHICLE MAINTENANCE	131.71
CARDMEMBER SERVICE	SEE ATTACHED	7,836.63
CATHY VANMAANEN	REIMBURSE PROGRAM SUPPLIES	56.23
CENTRAL IOWA IMPACT, LLC	NIGHT SIGHTS INSTALL	255.35
CENTRAL IOWA REGIONAL TRAN	FY 2022 CIRTPA ASSESSMENT	431.00
COMPASS MINERALS AMERICA	COARSE ROCK SALT	3,766.46
COMPUTER RESOURCE SPECIALI	IT WORK FOR ADMIN AND PD	382.50
CONSUMERS ENERGY	GAS AND ELECTRIC	10,301.68
D.J. GONGOL & ASSOCIATES	REBUILD KITS FOR PRESSURE VALV	308.23
DANKO EMERGENCY EQUIPMENT	506 REPAIR	581.07
DMF GARDENS	TREES FOR MEM. PARK-STORM DAM	1,481.74
GALLS, LLC- DBA CARPENTER	PD UNIFORM PARTS	8.09
GARBAGE GUYS	RECLINER REMOVAL	368.00
GREENLAND HOMES	BUILDING PERMIT DEPOSIT REFUND	1,000.00
HAWKINS, INC.	WATER TREATMENT CHEMICALS	2,162.56
HEUSS PRINTING INC	PATIENT FORMS	86.63
HOKEL MACHINE SUPPLY	CYLINDER RENTAL	76.56
HOVICK FAMILY FARM	PETTY ZOO AT PARTY IN THE PARK	625.00
INROADS, LLC	ASPHALT FOR STREET PATCH	845.46
INTERNAL REVENUE SERVICE	FED WITHOLDING TAX	15,310.20
INTERSTATE BATTERIES	BATTERY FOR MOWER	229.90
IOWA DOT	WOOD TO FIX SIGNS, BRUSHES	440.12
IOWA ONE CALL	EMAIL LOCATES	119.70
JOY KATH	FACE PAINTING AT PARK PARTY	300.00
KEYSTONE LABORATORIES	PILOT STUDY & MONTHLY TESTING	3,800.50
LEDGEWOOD BUILDERS, LLC	BUILDING PERMIT DEPOSIT REFUND	1,000.00
LEGACY FIRE APPARATUS	REPAIR HOSE ON 506	161.29
MARCO, INC.	B/W AND COLOR COPIES	353.31
MCFARLAND CLINIC	RETURN TO DUTY EXAM	249.00
MENARDS	JANITORIAL SUPPLIES	138.25
MENARDS - AMES	TREE WATERING BAG & SCREW	186.36
MID-IOWA OCCUPATIONAL TEST	RANDOM DRUG TESTING	80.00
MUNICIPAL SUPPLY	CLAMPS, PUMP, NIPPLE, WIRE	676.28
NEW CENTURY FS INC	LP GAS PREPAY AGREEMENT	3,461.18

NORTHLAND SECURITIES, INC.  
 OUTDOOR ENVISIONS  
 POSTMASTER  
 PPG ARCHITECTURAL FINISHES  
 PREMIER  
 SAGE HOMES, INC.  
 SERVICE TECH OF CENTRAL IO  
 SIGN PRO  
 STORY COUNTY TREASURER  
 TASC  
 U.S. BANK EQUIPMENT FINANC  
 USA BLUEBOOK  
 VERIZON WIRELESS  
 WINDSTREAM IOWA COMMUNICAT  
 ZIEGLER INC

2021CD REPORT - GO 4,250.00  
 PLAY MAT 1,058.40  
 POSTMASTER 458.55  
 EPOXY PAINT FOR WWTP 331.24  
 PRINTING CONTRACT 1,668.83  
 BUILDING PERMIT DEPOSIT REFUND 1,000.00  
 HYDRANT REPAIR 800.00  
 WELCOME TO HUXLEY SIGN 1,916.00  
 1ST QUARTER DISPATCH 6,402.48  
 FLEX BENEFIT PLANS 577.05  
 COPIER LEASE 103.22  
 INCUBATOR FOR LAB 4,590.00  
 PUBLIC WORKS CELL PHONES 533.63  
 DISPATCH PHONES 80.28  
 REPAIRS TO 420F BACKHOE 1,791.79

	<u>Expenses</u>	<u>Revenues</u>
001 General Fund	31,072.04	466,283.40
002 Library	5,199.88	10,852.15
003 Recreation	2,945.15	12,712.19
004 Fire and Rescue	1,591.42	50.00
014 Ambulance	1,998.03	1,690.00
110 Street	7,028.75	25.00
345 Water Plant Expansion	3,600.40	
398 DeRecho Storm	5,147.59	
600 Water	15,828.41	88,396.59
610 Sewer	17,194.45	84,825.11
Payroll	<u>69,801.39</u>	
Grand Total	\$ 161,407.51	\$ 664,834.44

#### INFORMATIONAL ITEMS:

- Blue Sky Estates Residential Development Agreement Update – Council discussed trail options along 560<sup>th</sup> Avenue.
- ATI Group Residential Development Agreement Update/Meadow Lane Residential Development Agreement – Council discussed 560<sup>th</sup> Avenue and E. 1<sup>st</sup>, Oak Blvd and need for a traffic study. There was discussion on annexation of properties in area and direction given to staff to work on incentives that could be provided to adjacent property owners to voluntarily annex.

ADJOURNMENT: Motion – Peterson, second – Kuhn to adjourn meeting at 7:29pm. 5 ayes, 0 nays. Motion carried.

Submitted by: Jolene R. Lettow, City Clerk

## HUXLEY CITY COUNCIL WORK SESSION MINUTES

Tuesday, August 3, 2021

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 held a work session on the above date pursuant to rules of the council, notice posted at City Hall and onto website. Mayor Deaton called the meeting to order at 6:00 pm.

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

**CITY STAFF PRESENT:** Rita Conner – City Administrator, Jolene Lettow – City Clerk, Gerry Stoll – Police Chief, Jeff Peterson – Public Works Director, Todd Moomaw – Fire Chief, Novana Brown – Deputy EMS

**CONSULTANTS PRESENT:** Forrest Aldrich– city engineer; Chip Schultz – financial advisor

### DISCUSSION TOPICS:

#### Draft 28E Agreement w Kelley/Huxley Fire & Rescue

Todd Moomaw, Fire Chief, presented council with draft agreement that would allow Huxley to respond to City of Kelley ambulance calls. Council expressed concern with expenses becoming responsibility of Huxley taxpayers. Council's direction was to ask legal counsel if a surcharge could be charged to out-of-town residents for services provided.

#### Sidewalk Infill Program and Public Input Process

Slideshow was presented by city engineer and financial advisor. Map was presented that showed areas of town that needed sidewalks. Council talked through different cost options that could be available to public. Survey to be developed that could be completed by residents at a public meeting.

#### Water Treatment Plant Expansion

Staff informed council that preliminary costs for new water treatment facility are higher than anticipated. Council considered various preliminary financing options. More formal financing options to be considered at next council meeting.

#### Meadowlane Investments, LLC Annexation Update

Staff provided council with information leading to the capability of annexing land owned by Steve Quick for future development.

#### Annexation Map, Council Phasing Priorities and Sanitary Sewer Service Area Study

Map was presented to council that displayed city's sanitary sewer boundaries and gravity flow reach and possible annexation areas that could be serviced by current sanitary system.

#### Miscellaneous

Councilman Kuhn requested modification to city ordinance to add a No Parking sign on street near curve on Northpark.

Council expressed concern with status of non-functioning wind turbine on school property and school's responsibility with sidewalk installations.

ADJOURNMENT: Motion – Easter, second – Kuhn to adjourn meeting at 8:02pm. 5 ayes, 0 nays. Motion carried.

Attest:

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Kevin Deaton, Mayor

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Jolene R. Lettow, City Clerk

**8-10-21 Council Claims**

	A	B	C
1	<b>VENDOR NAME</b>	<b>DESCRIPTION</b>	<b>GROSS AMOUNT</b>
2	AFLAC	AFLAC	\$ 216.96
3	ALLENDAN SEED COMPANY	SEED FOR HILLS AND TRAIL	\$ 183.00
4	ALLIANT ENERGY	GAS AND ELECTRIC	\$ 12,170.63
5	ARNOLD MOTOR SUPPLY	TECHATA 1500 PAIL	\$ 102.99
6	BOUND TREE MEDICAL	STRAPS FOR BACKBOARDS	\$ 181.98
7	BRICK GENTRY P.C.	LEGAL FEES	\$ 1,700.00
8	BUD'S AUTO REPAIR INC	VEHICLE MAINTENANCE REPAIRS	\$ 1,482.67
9	DELTA DENTAL PLAN OF IOWA	DENTAL INSURANCE	\$ 1,529.08
10	DES MOINES STAMP MFG. CO.	NOTARY STAMP FOR POLICE OFFICER	\$ 32.40
11	DIRT WORK PARTNERS LLC	SLUDGE HAULING	\$ 10,779.92
12	EBS	MEDICAL INSURANCE	\$ 17,590.70
13	EDWARD JONES	IRA	\$ 250.00
14	FIDELITY SECURITY LIFE	VISION INS	\$ 318.49
15	FIRE SERVICE TRAINING BURE	FIRE SCHOOL	\$ 450.00
16	FJELLAND, MATT	YOUTH TENNIS INSTRUCTOR	\$ 726.95
17	GALLS, LLC- DBA CARPENTER	PD UNIFORM PARTS	\$ 351.41
18	GREENLAND HOMES	BUILDING PERMIT DEPOSIT REFUND	\$ 1,000.00
19	HACH COMPANY	WWT CHEMICALS	\$ 1,072.52
20	HOMES BY ADVANTAGE LLC	BUILDING PERMIT DEPOSIT REFUND	\$ 1,000.00
21	INTEGRATED PRINT SOLUTIONS	PUBLIC WORKS SUMMER SHIRTS	\$ 928.00
22	INTERNAL REVENUE SERVICE	PAYROLL TAXES	\$ 14,601.51
23	IPERS	IPERS	\$ 18,088.84
24	KEITH HEDLUND	AMBULANCE OVER PAYMENT	\$ 50.00
25	KELTEK INCORPORATED	KNOX BOX & MAGNETIC MOUNT	\$ 621.94
26	KEMPKER'S TRUE VALUE AND R	SEE ATTACHED	\$ 504.34
27	LINCOLN FINANCIAL GROUP	LIFE & DISABILITY INSURANCE	\$ 1,345.04
28	LOWE'S	NEW FRIDGE FOR PD	\$ 531.05
29	MARTIN MARIETTA MATERIALS	TONS OF GABION STONE	\$ 155.93
30	MASS MUTUAL RETIREMENT SER	DEFERRED COMPENSATION	\$ 250.00
31	MIDWEST BREATHING AIR SYST	QUARTERLY AIR TEST	\$ 187.00
32	MISCELLANEOUS VENDOR	UTILITY DEPOSIT REFUNDS	\$ 636.23
33	MUNICIPAL SUPPLY	3/4" CURB STOP	\$ 99.55
34	NCL OF WISCONSIN, INC.	TSS QA/QC	\$ 17.34
35	OXEN TECHNOLOGY	MICROSOFT OFFICE & EXCHANGE	\$ 262.00
36	PCC AN AMBULANCE BILLING S	JUNE AMBULANCE BILLING	\$ 292.22
37	PEPSI-COLA	VENDING BEVERAGES	\$ 145.68
38	PRO COMMERCIAL LLC	BUILDING PERMIT DEPOSIT REFUND	\$ 1,000.00
39	REDWOOD BUILDERS, LLC	BUILDING PERMIT DEPOSIT REFUND	\$ 1,000.00
40	SECRETARY OF STATE	NOTARY RENEWAL	\$ 30.00
41	STAPLES BUSINESS CREDIT	OFFICE SUPPLIES	\$ 482.46
42	STAR EQUIPMENT LTD.	REPAIRS TO HYDRAULIC BREAKER	\$ 588.59
43	SUPERION, LLC	EVIDENCE/BAR CODE PRINTER	\$ 916.64
44	TASC	FLEX BENEFIT PLANS	\$ 577.05
45	TASC - CLIENT INVOICES	SEPT FLEX ADMIN FEES	\$ 69.82
46	TODD MOOMAW	LOWES REIMBURSEMENT	\$ 50.85

**8-10-21 Council Claims**

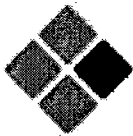
	A	B	C
47	TRANE U.S. INC.	APRIL, MAY, JUNE CONTRACT	\$ 8,929.75
48	TREASURER, STATE OF IOWA	STATE WITHHOLDING	\$ 4,817.00
49	U.S. CELLULAR	AMBULANCE CELL PHONES	\$ 92.37
50	UNITED STATES TREASURY	PCORF FEE	\$ 15.06
51	VEENSTRA & KIMM, INC.	ENGINEERING FEES	\$ 116,930.99
52	Payroll Expense		\$ 65,863.02
53	<b>GRAND TOTAL</b>		<b>\$ 291,219.97</b>
54			
55		<b>FUND TOTALS</b>	
56	001 GENERAL FUND	59,184.49	
57	002 LIBRARY	5,369.68	
58	003 RECREATION	4,711.59	
59	004 FIRE AND RESCUE	2,198.57	
60	014 AMBULANCE	1,898.28	
61	110 ROAD USE TAX	12,940.11	
62	325 E. 1ST ST RECONSTRUCTION	14,575.48	
63	345 WATER PLANT EXPANSION	91,299.85	
64	600 WATER UTILITY	9,675.10	
65	610 SEWER UTILITY	23,503.80	
66	01 PAYROLL EXPENSE	65,863.02	
67	<b>GRAND TOTAL</b>	<b>291,219.97</b>	
68			
69	<b>TRUE VALUE BREAK DOWN</b>		
70	P & R	deck sprayer	\$ 23.99
71	Water	red enamel paint, threadlocker, nuts/bolts,	\$ 53.56
72	Parks	paint	\$ 94.97
73	FD	rubber roof cement, toilet repair supplies	\$ 43.97
74	Wastewater	auto fuses, borax, ant killer, wasp spray, trimmer line, paint tray set, chain lube, paint tape, nuts/bolts, hose repair kit, paint cover,	\$ 180.21
75	Streets	ball valve, tarp, paint brushes, acetone, dish soap, gasket sealant, chain oil	\$ 92.75
76	PD	bolts/nuts, drill bit	\$ 14.89
77	<b>Total</b>		<b>\$ 504.34</b>

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Huxley RECAP July, 2021			
<u>Account No.</u>	<u>Account Name</u>	<u>Statement No.</u>	<u>Balance Due</u>
15398.000	Municipal	356120	\$1,012.50
15398.001	Prosecutions		
15398.002	Fire and Rescue	356119	\$262.50
15398.003	Prairie Ridge		
15398.005	Litigation		
15398.006	Bond Claims		
15398.011	Planning & Zoning		
15398.012	Public Works		
15398.013	Police	356122	\$75.00
15398.014	Parks		
15398.015	Nuisance Abatement	356121	\$350.00
15398.016	HDC		
15398.017	Library		
15398.018	Development		
Total:			\$1,700.00

RC 8.3.21





# BRICK GENTRY P.C.

Attorneys & Counselors At Law  
6701 Westown Parkway, Ste 100  
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: July 25, 2021  
Statement No. 356119  
Account No. 15398.002  
Page: 1

Re: Huxley Fire and Rescue  
ASB

## Fees

07/08/2021	ASB	Review of correspondence from Rita Conner regarding Agreement with Kelley. File review regarding previous Agreement. Correspondence with Rita Conner.	50.00
	ASB	Preparation of draft Agreement with Kelley.	125.00
07/09/2021	ASB	Review of correspondence regarding Agreement with Kelley.	12.50
07/14/2021	ASB	Review of and revision to Agreement with Kelley.	50.00
07/15/2021	ASB	Correspondence regarding Agreement with Kelley.	25.00
		For Current Services Rendered	262.50

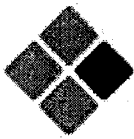
## Recapitulation

<u>Timekeeper</u>	<u>Title</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Amy Beattie	Attorney	2.10	\$125.00	\$262.50

Total Current Work 262.50

**Balance Due** **\$262.50**

Thank you.



# BRICK GENTRY P.C.

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6701 Westown Parkway, Ste 100  
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Facsimile: 515 274-1488

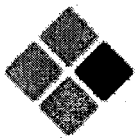
City of Huxley  
Attn: Rita Conner  
515 North Main Street  
Huxley, IA 50124

Statement Date: July 25, 2021  
Statement No. 356120  
Account No. 15398.000  
Page: 1

Re: Municipal  
ASB

## Fees

06/30/2021	ASB	Review of correspondence regarding Loveland/Treck matter.	25.00
07/02/2021	ASB	Review of correspondence from Rita Conner regarding 7/6/21 Work Session. Correspondence with her regarding same.	37.50
	ASB	Review of Iowa Code and legal research regarding same.	125.00
07/06/2021	ASB	Attended 7/6/21 Work Session.	312.50
	ASB	Review of correspondence and Trial System Map from Rita Conner regarding Sidewalk Referral Agreement. Revisions to Agreement. Correspondence regarding same.	62.50
07/07/2021	ASB	Preparation of Resolution regarding sidewalk at 513 Oak Blvd.	62.50
	ASB	Preparation of Resolution regarding ATT Group.	75.00
	ASB	Correspondence regarding same.	12.50
07/09/2021	ASB	Review of correspondence and documents from Rita Conner regarding DZ Condos. Correspondence regarding same. Review of correspondence from Keith Vitzthum. Review of correspondence from Rita Conner.	50.00
	ASB	Review of correspondence, Affidavit and Amended Site Plan. Correspondence regarding same.	37.50
07/13/2021	ASB	Review of correspondence from Tim Gartin regarding Loveland pond matter. Review of correspondence from Rita Conner regarding same.	25.00
	ASB	Correspondence with her.	12.50
	ASB	Preparation of letter to Tiecks.	75.00
07/16/2021	ASB	Review of correspondence from Rita Conner regarding	



# BRICK GENTRY P.C.

Attorneys & Counselors At Law  
6701 Westown Parkway, Ste 100  
West Des Moines, IA 50266

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Facsimile: 515 274-1488

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

Statement Date: July 25, 2021  
Statement No. 356120  
Account No. 15398.000  
Page: 2

Re: Municipal

reimbursement payment for fence costs and expenses.  
Preparation of Release. Correspondence regarding same. 62.50

07/22/2021 ASB Review of correspondence and documentation from Forrest  
Aldrich regarding Water Treatment Plant expansion and Well  
No. 7 project. 37.50  
For Current Services Rendered 1,012.50

## Recapitulation

<u>Timekeeper</u>	<u>Title</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Amy Beattie	Attorney	8.10	\$125.00	\$1,012.50

Total Current Work 1,012.50

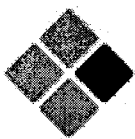
Previous Balance \$1,450.00

## Payments

07/15/2021 Payment -1,450.00

**Balance Due** \$1,012.50

Thank you.



# BRICK GENTRY P.C.

Attorneys & Counselors At Law  
6701 Westown Parkway, Ste 100  
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: July 25, 2021  
Statement No. 356121  
Account No. 15398.015  
Page: 1

Re: Nuisance Abatement  
ASB

## Fees

06/29/2021	MRO	Review Answer filed by Jerry's Auto; Email update to Rita; Draft application for default and proposed order.	137.50
06/30/2021	ASB	Review of correspondence regarding outstanding abatement matters.	25.00
07/01/2021	MRO	Email Rita regarding Jerry's Auto and Fortner properties.	50.00
07/06/2021	MRO	Email Joseph Wallace regarding continued concerns at Jerry's Auto; Email update to Rita.	50.00
07/09/2021	MRO	Email update to Rita regarding Jerry's alleged compliance with continued issues at property.	37.50
07/22/2021	MRO	Follow-up on status of compliance for Jerry's Auto; Emails with opposing counsel with status update.	50.00
		For Current Services Rendered	350.00

## Recapitulation

<u>Timekeeper</u>	<u>Title</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Amy Beattie	Attorney	0.20	\$125.00	\$25.00
Matt O'Hollearn	Attorney	2.60	125.00	325.00

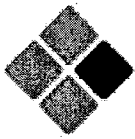
Total Current Work	350.00
Previous Balance	\$945.00

## Payments

07/15/2021	Payment	-945.00
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<b>Balance Due</b>	<b><u>\$350.00</u></b>
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Thank you.



# BRICK GENTRY P.C.

Attorneys & Counselors At Law  
6701 Westown Parkway, Ste 100  
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: July 25, 2021  
Statement No. 356122  
Account No. 15398.013  
Page: 1

Re: Police  
ASB

## Fees

07/16/2021	ASB	Call from Chief Stoll regarding vicious dog. Legal research regarding same. Correspondence to him.	75.00
		For Current Services Rendered	75.00

## Recapitulation

<u>Timekeeper</u>	<u>Title</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Amy Beattie	Attorney	0.60	\$125.00	\$75.00

Total Current Work	75.00
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<b>Balance Due</b>	<b><u><u>\$75.00</u></u></b>
--------------------	------------------------------

Thank you.

# COUNCIL COMMUNICATION

## **AGENDA HEADING:**

Rezoning of Certain Property owned by Janestar of Iowa, LLC from A-1 Agricultural to C-2 General Commercial

## **SUBMITTED BY**

Rita Conner, City Administrator

## **SYNOPSIS:**

Janestar of Iowa, LLC (dba Hale Trailer Brake and Wheel Scott McBride, Director of Facilities, 1290 Mid Valley Drive Jessup, PA 18434,) has submitted a rezoning request for 78.45 acres (two lots =31.22 and 31.56 acres, respectively) of land located north of Highway 210 and east of I-35. A link to the subject properties is below.

<https://beacon.schneidercorp.com/Application.aspx?AppID=165&LayerID=2145&PageTypeID=1&PageID=1110>

Janestar of Iowa, LLC has also acquired a 7.86 acre parcel directly to the north of the subject properties, which Story County shows as unincorporated. This parcel is not included in the rezoning. The remainder of the property is within the City of Huxley corporate boundary.

The 2013 Comprehensive Plan shows the land east of I-35 as a combination of highway commercial, light and general/heavy industrial. The commercial and light industrial sections are shown along Highway 210. The C-2 zoning proposal allows for the business proposed on the site, a phased development of a trailer repair and storage facility. It will also provide the City the ability to work with the applicant on additional commercial development opportunities, as Janestar of Iowa LLC is planning for only 30 acres of the 78.45 to be utilized for the trailer business.

Additional information is below and in the attachments.

## **ADDITIONAL INFORMATION: YES**

- Janestar of Iowa LLC operates as Hale Trailer Brake and Wheel <https://haletrailer.com/>. The proposed site would be the 14<sup>th</sup> location for the company in the U.S.
- The company is proposing a phased approach to the development of the project, with initial operations including a temporary building and gravel surface lot. Examples of operations in other states have been provided for review of both the temporary building and conceptual future building.
- Staff discussion with the company on the rezoning has included the following topics and concerns which were also shared with the Planning & Zoning Commission:
  - Length of term for temporary building
  - Requirement for hard surface paving
  - Concern for proposed access from Highway 210 as an existing major street in the network and potential circulation plan and transportation network for additional development
  - Future development of the additional acres, potential for additional taxable valuation and businesses for the community.

# **COUNCIL COMMUNICATION**

## **CITY ADMINISTRATOR COMMENTS: YES**

- The property proposed for rezoning is prime business real estate and a front door for the City. The image of the company's operations in Jacksonville is helpful to demonstrate the intent for future site development. Future building hard surface paving elements and access elements as that staff has discussed with the company, as well as fencing/screening, landscaping, outside storage and other site plan requirements will be important at the site plan review stage.

## **BOARD, COMMISSION OR COUNCIL PRIOR ACTIONS: YES**

- Planning & Zoning Commission hearing and action on rezoning was June 21, 2021.
- Minutes from the meeting are included with Council packet information

## **ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: YES**

- Site plan submittal for City review
- Work with Janestar of Iowa LLC on a master conceptual plan for the remaining acres

**ORDINANCE NO. 517**

**AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY  
OF HUXLEY, IOWA, BY REZONING PROPERTY OWNED BY  
JANESTAR OF IOWA LLC FROM A-1 (AGRICULTURAL) TO C-2  
(GENERAL COMMERCIAL).**

**WHEREAS**, on the 21st day of June 2021, the Planning and Zoning Commission of the City of Huxley, Iowa, recommended to the City Council that the below described property be considered for rezoning from A-1 (Agricultural) to C-2 (General Commercial); and

**WHEREAS**, on the 13<sup>th</sup> day of July 2021, after due notice and hearing as provided by law, the City Council deemed it reasonable and appropriate to rezone said property.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE  
CITY OF HUXLEY, IOWA:**

**Section 1:** That the Municipal Code of the City of Huxley, Iowa, be and it is hereby amended by rezoning from the present A-1 (Agricultural) to C-2 (General Commercial) for the following described real property:

**A-1 ZONING** –PARCEL “K” A PART OF THE SOUTH 95 ACRES, AS FENCED AND OCCUPIED, OF THE SOUTHEAST QUARTER (SE ¼) OF SECTION THIRTY (30), TOWNSHIP EIGHT-TWP (82) NORTH, RANGE TWENTY-THREE (23) WEST OF THE 5TH P.M., STORY COUNTY, IOWA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHWEST CORNER OF THE NORTHWEST QUARTER OF SAID SOUTHEAST QUARTER, THENCE N00°33'53”E, 202.37 FEET ALONG THE WEST LINE THEREOF TO THE NORTHWEST CORNER OF SAID SOUTH 95 ACRES; THENCE S89°31'25”E, 1730.50 FEET ALONG THE NORTH LINE THEREOF; THENCE S00°14'12”E, 193.16 FEET TO THE SOUTH LINE OF THE NORTHEAST QUARTER OF SAID SOUTHEAST QUARTER; THENCE N89°49'43”W, 1733.24 FEET TO THE POINT OF BEGINNING, CONTAINING 7.86 ACRES, AS SHOWN ON THE PLAT OF SURVEY RECORDED ON DECEMBER 6, 2017 AS INST. NO. 2017-12307, SLIDE 591, PAGE 5; AND THE SOUTH HALF (S ½) OF THE SOUTHEAST QUARTER (SE ¼) OF SECTION THIRTY (30), TOWNSHIP EIGHTY-TWO (82) NORTH, RANGE TWENTY-THREE (23) WEST OF THE 5TH P.M., HUXLEY, STORY COUNTY, IOWA, EXCEPT THAT PART OF PARCEL 'J’ A PART OF THE E1/2 OF THE SE ¼ OF SECTION THIRTY (30), TOWNSHIP EIGHTY-TWO (82), RANGE TWENTY-THREE (23) WEST OF THE 5TH P.M., STORY COUNTY, IOWA AS SHOWN ON THE PLAT OF SURVEY RECORDED ON DECEMBER 6, 2017, AS INST. NO 17-12306, SLIDE 591, PAGE 4, THAT LIES WITHIN, AND EXCEPT HIGHWAY, CITY OF HUXLEY.

-to-

**C-2 ZONING**- PARCEL “K” A PART OF THE SOUTH 95 ACRES, AS FENCED AND OCCUPIED, OF THE SOUTHEAST QUARTER (SE ¼) OF SECTION THIRTY (30), TOWNSHIP EIGHT-TWP (82) NORTH, RANGE TWENTY-THREE (23) WEST OF THE 5TH P.M., STORY COUNTY, IOWA, BEING MORE



PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHWEST CORNER OF THE NORTHWEST QUARTER OF SAID SOUTHEAST QUARTER, THENCE N00°33'53"E, 202.37 FEET ALONG THE WEST LINE THEREOF TO THE NORTHWEST CORNER OF SAID SOUTH 95 ACRES; THENCE S89°31'25"E, 1730.50 FEET ALONG THE NORTH LINE THEREOF; THENCE S00°14'12"E, 193.16 FEET TO THE SOUTH LINE OF THE NORTHEAST QUARTER OF SAID SOUTHEAST QUARTER; THENCE N89°49'43"W, 1733.24 FEET TO THE POINT OF BEGINNING, CONTAINING 7.86 ACRES, AS SHOWN ON THE PLAT OF SURVEY RECORDED ON DECEMBER 6, 2017 AS INST. NO. 2017-12307, SLIDE 591, PAGE 5; AND THE SOUTH HALF (S ½) OF THE SOUTHEAST QUARTER (SE ¼) OF SECTION THIRTY (30), TOWNSHIP EIGHTY-TWO (82) NORTH, RANGE TWENTY-THREE (23) WEST OF THE 5TH P.M., HUXLEY, STORY COUNTY, IOWA, EXCEPT THAT PART OF PARCEL 'J' A PART OF THE E1/2 OF THE SE ¼ OF SECTION THIRTY (30), TOWNSHIP EIGHTY-TWO (82), RANGE TWENTY-THREE (23) WEST OF THE 5TH P.M., STORY COUNTY, IOWA AS SHOWN ON THE PLAT OF SURVEY RECORDED ON DECEMBER 6, 2017, AS INST. NO 17-12306, SLIDE 591, PAGE 4, THAT LIES WITHIN, AND EXCEPT HIGHWAY, CITY OF HUXLEY.

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

**Section 3:** This ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

**PASSED AND APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Kevin Deaton, Mayor

ATTEST:

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

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

Record Of Vote of Ordinance No. 517

**First Reading** \_\_\_\_\_

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

**Second Reading** \_\_\_\_\_

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

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

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

STATE OF IOWA  
COUNTY OF STORY  
CITY OF HUXLEY

SS:

I, the undersigned, City Clerk of the City of Huxley, Iowa, do hereby certify that the attached is a true, correct and complete copy of all the records of the City Council of the City relating to the adoption of an ordinance entitled "Ordinance No. 517. An Ordinance Amending Chapter 165 of the Huxley Municipal Code of Iowa.

WITNESS MY HAND this \_\_\_\_ day of \_\_\_\_\_, 2021.

---

Jolene Lettow, City Clerk



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/22/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Ryder Rosacker McCue & Huston (MGD by Hull & Company) 509 W Koenig St Grand Island NE 68802	<b>CONTACT NAME:</b> Kristy Wolfe	
	<b>PHONE (A/C, No, Ext):</b> 308-382-2330	<b>FAX (A/C, No):</b> 308-382-7109
<b>INSURED</b> Schneitter Fireworks & Importing Co. 12801 County Road 352 St. Joseph MO 64505	<b>E-MAIL ADDRESS:</b> Kwolfe@ryderinsurance.com	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>INSURER A:</b> SCOTTSDALE INS CO	
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
<b>INSURER E:</b>		
<b>INSURER F:</b>		
<b>NAIC #</b> 41297		

**COVERAGES****CERTIFICATE NUMBER:** 262554831**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			CPS3385219	10/24/2020	10/24/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <b>EXCESS LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N / A				WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES** (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Blanket Additional Insured applies to the entities listed below per attached form GLS-150s when required by written agreement.

Waiver of Subrogation applies to the entities listed below per attached form CG 24 04 when required by written agreement.

Coverage provided per attached form GLS-325s

Additional Insured: Bomber Fireworks LLC; City of Huxley; Prairie Fest Committee; Phil &amp; Kristina Brekke

Location: 203 Campus Ave., Huxley, IA

Date: 8/27/21 Rain Date: 8/28/21

**CERTIFICATE HOLDER****CANCELLATION**Bomber Fireworks LLC  
203 Campus Avenue  
Huxley IA 50124

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ATTACHED TO AND FORMING A PART OF POLICY NUMBER	ENDORSEMENT EFFECTIVE DATE (12:01 A.M. STANDARD TIME)	NAMED INSURED	AGENT NO.
CPS3385219	08/27/2021	Schneitter Fireworks &	05025

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED - FIREWORK SHOWS SOLD/SHIPPED  
TO A SCHEDULED PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE PART  
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART**

**SCHEDULE**

Name Of Additional Insured Person(s) Or Organization(s)	"Your Products"
Bomber Fireworks LLC/Phil & Kristina Brekke Ship Show #12 <u>Display Location</u> Display Date: 8/27/21              203 Campus Ave Rain Date: 08/28/21              Huxley, IA 50124	"Fireworks" that are shipped to the Additional Insured
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

**SECTION II - WHO IS AN INSURED** is amended to include as an additional insured any person(s) or organization(s) shown in the Schedule, but only with respect to "bodily injury" or "property damage" arising out of "your products" shown in the Schedule, subject to the following additional exclusions:

1. The insurance afforded the additional insured does not apply to:
  - a. Any physical or chemical change in the product made intentionally by the additional insured; except for the ignition of "fireworks" for display show purposes;
  - b. Repackaging and/or resale of Named Insured's products;
  - c. "Bodily injury" or "property damage" arising out of "fireworks" that are not purchased from the Named Insured;
  - d. "Bodily injury" or "property damage" arising out of the use of "fireworks" that is not supervised under the direction of a certified or licensed pyrotechnician or other person in compliance with state and/or local regulations; or
  - e. "Bodily injury" or "property damage" arising out of "fireworks" displays that are not permitted by the State Fire Marshall.
2. This insurance does not apply to any insured person or organization, from which you have acquired such products, or any ingredient, part or container, entering into, accompanying or containing such products.

For the purposes of this endorsement, "fireworks" means any pyrotechnic material, product or device intended to explode or burn.



/ 07/22/2021

AUTHORIZED REPRESENTATIVE

DATE

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## WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART  
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

## SCHEDULE

<b>Name Of Person Or Organization:</b>
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph 8. **Transfer Of Rights Of Recovery Against Others To Us** of Section IV – Conditions:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule above.



ATTACHED TO AND FORMING A PART OF POLICY NUMBER	ENDORSEMENT EFFECTIVE DATE (12:01 A.M. STANDARD TIME)	NAMED INSURED	AGENT NO.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

### BLANKET ADDITIONAL INSURED ENDORSEMENT

This endorsement modifies insurance provided under the following:

#### COMMERCIAL GENERAL LIABILITY COVERAGE PART

With respect to this endorsement, **SECTION II—WHO IS AN INSURED** is amended to include as an additional insured any person or organization whom you are required to add as an additional insured on this policy under a written contract, written agreement or written permit which must be:

- a. Currently in effect or becoming effective during the term of the policy; and
- b. Executed prior to the "bodily injury," "property damage," or "personal and advertising injury."

The insurance provided to these additional insureds is limited as follows:

1. That person or organization is an additional insured only with respect to liability for "bodily injury," "property damage" or "personal and advertising injury" caused, in whole or in part, by:
  - a. Your acts or omissions; or
  - b. The acts or omissions of those acting on your behalf.

A person's or organization's status as an additional insured under this endorsement ends when your operations for that additional insured are completed.

2. With respect to the insurance afforded to these additional insureds, the following exclusions are added to item 2. **Exclusions of SECTION I—COVERAGES:**

This insurance does not apply to "bodily injury," "property damage" or "personal and advertising injury" occurring after:

- a. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
- b. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

3. The limits of insurance applicable to the additional insured are those specified in the written contract, written agreement or written permit or in the Declarations for this policy, whichever is less. These limits of insurance are inclusive of, and not in addition to, the Limits of Insurance shown in the Declarations for this policy.
4. Coverage is not provided for "bodily injury," "property damage," or "personal and advertising injury" arising out of the sole negligence of the additional insured.
5. The insurance provided to the additional insured does not apply to "bodily injury," "property damage," or "personal and advertising injury" arising out of an architect's, engineer's or surveyor's rendering of or failure to render any professional services including:

- a. The preparing, approving or failing to prepare or approve maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; and
  - b. Supervisory, inspection, architectural or engineering activities.
6. Any coverage provided hereunder will be excess over any other valid and collectible insurance available to the additional insured whether primary, excess, contingent or on any other basis unless a

written contract specifically requires that this insurance be primary.

When this insurance is excess, we will have no duty under **SECTION I—COVERAGES** to defend the additional insured against any "suit" if any other insurer has a duty to defend the additional insured against that "suit." If no other insurer defends, we will undertake to do so, but we will be entitled to the additional insured's rights against all those other insurers.

---

AUTHORIZED REPRESENTATIVE

DATE

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## APPLICATION

### FOR FIREWORKS PERMIT (1<sup>ST</sup> CLASS CONSUMER FIREWORKS)

Applicant's Name: Huxley Prairie Festival/Katie Kinrade

Applicant's Address: PO Box 1, Huxley IA 50124

Applicant's Phone Number: 515-494-2770

Date Fireworks to be Used: 8/27/2021 (Rain Date 8/28/2021)

Time Fireworks to be Used: At nitefall 9:30/10:00

Location of Fireworks Display: 203 Campus Ave, Brekke's Property

Person/Organization/Company setting off Fireworks (including phone #):  
Bomber Fireworks 515-291-7309

I hereby affirm that I have read the City of Huxley Code of Ordinances Chapter 41.14 "Fireworks"; that I understand the Ordinance's terms; that no person shall handle or explode fireworks while under the influence of alcohol, narcotics, or drugs which would adversely affect judgement, movements, or stability; that no person will set up or explode fireworks who is not 18 and qualified as set out above or who is not under the direct supervision of the operator; that the operator will conduct a thorough search for any unexploded fireworks or fuses; that any unexploded fireworks will be stored or disposed of in a safe manner; that the sponsor, operator, and I will follow its terms and the laws of the State of Iowa.

I release and agree to hold harmless and indemnify the City of Huxley, Mayor and Council and all associated with the granting of the permit requested herein, from any and all damages and/or injuries which may occur as a result of the use of the fireworks exploded under this permit.

I agree to provide proof of liability insurance to City Hall before the permit, if approved, is issued.

Applicant's signature: Katie Kinrade

Date: 7.15.2021



CITY OF HUXLEY  
APPLICATION FOR APPOINTMENT TO BOARDS & COMMISSIONS

The City of Huxley appreciates your interest in serving the community and welcomes your application. Please complete all sections of this application. If you have any questions, please contact the City Clerk's Office at (515)597-2561. Additional information may be found on the city web site at [www.huxleyiowa.org](http://www.huxleyiowa.org). The City of Huxley is committed to providing equal opportunity for citizen involvement.

Please indicate the Boards and/or Commissions on which you would be willing to serve or reappointed to by checking below:

☒ Library Board of Trustees ☐ Tree Board  
☐ Zoning Board of Adjustments ☐ Parks and Recreation Board  
☐ Planning & Zoning Commission ☐ Huxley Volunteer Fire Department

Is this a reappointment ☐ Yes ☒ No

If this application is for reappointment please fill out information to the gray line below. New appointment please fill out entire application.

Name: Harris Ryan Lee Date: 7/26/21  
Address: 517 E 5th St Huxley IA 50124  
Street City State Zip  
Occupation: Assistant Director, CHARACTER COUNTS!  
Employer's Name & Address: Drake University  
2507 University Ave, Des Moines, IA 50311  
Work Telephone No: 515-271-4851 Hours you can be reached: 8-4  
Home Telephone No: 815-600-0968 Hours you can be reached: 5-10  
Email: rlharris12@gmail.com

How long have you resided in Huxley? June 2013 - 8 years

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

None

Please indicate below the reasons why you would like to be appointed to a Board or Commission and any specific skills or experience that you believe support your application:  
My professional background focusing on business development, sales, marketing, customer service, and education will integrate well to provide benefit to the Huxley Public Library and citizens of Huxley. My family are regular users of the library, and I want to help express the significance the library serves to the Ballard community.

Please list two references other than a family member:

Name: Brandon Miller Relationship: Family Friend Phone: 515-362-7142

Name: John Brooks Relationship: Family Friend Phone: 515-729-0991

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

NA

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

NA

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

NA

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

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

-----  
Mayor Approval: \_\_\_\_\_

Council Approval Date: \_\_\_\_\_

Term Start Date: \_\_\_\_\_ Expiration Date: \_\_\_\_\_



**City of Huxley**

**Safe Room Operation and Maintenance &  
Emergency Management Summary**

**2021**

<b>Title</b>	<b>Contact</b>		<b>Phone Contacts</b>
City Administrator	Rita Conner	Office: Cell: Home:	515-597-2562 515-988-2174 -----
Police chief	Gerry Stoll	Office: Cell: Home:	515-597-2002 515-231-4724 -----
Fire Chief	Todd Moomaw	Office: Cell: Home:	----- 515-441-1717 -----
Public Works Director	Jeff Peterson	Office: Cell: Home:	515-597-2562 515-450-1707 515-597-3036
City Ambulance Service	Todd Moomaw	Office: Cell: Home:	----- 515-441-1717 -----
City Mayor	Kevin Deaton	Office: Cell: Home:	----- 515-490-2189 -----
Safe Room Manager/Site Coordinator	Gerry Stoll	Office: Cell: Home:	515-597-2002 515-231-4724 -----
Assistant Site Coordinator	See Attached Staff Directory and Public Works Info		
Equipment Manager	Jeff Peterson	Office: Cell: Home:	515-597-2562 515-450-1707 515-597-3036
Other: City Clerk	Jolene Lettow	Office: Cell: Home:	515-597-2562 515-210-3940 -----
Other: Parks & Rec Director	Heather Denger	Office: Cell: Home:	515-597-2515 515-206-6237 -----
Other: Police Sergeant	Joe Marchesano	Office: Cell: Home:	515-597-2002 515-778-1072 -----

# CITY OF HUXLEY EMERGENCY OPERATIONS PLAN

## I.) **Direction and Control:**

- A. Line of Succession to the Mayor
  - 1. Mayor Pro Tem
  - 2. City Administrator/Public Information
  - 3. Chief of Police
- B. Emergency Operations Center
  - 1. Primary ----City Hall/Safe Room
  - 2. Alternate ---Huxley Fire Department
  - 3. County --- Story County Administration Building --- 515.382.7315

## II.) **Policies:**

- A. **Authority of the Mayor During An Emergency:** The Mayor may take command of the police and govern the city by proclamation when determines a time of emergency or public danger exists. Within the city limits, he has all the powers conferred upon the sheriff to suppress disorders.<sup>1</sup>
- B. **Delegation Of Mayoral Authority:** Although the Mayor cannot delegate his/her responsibilities, the Mayor may delegate his/her authority by designating one or more persons to assist in the coordination of emergency operations and resources.
- C. **Allocation Of Resources:** Resources shall be committed in the following order: city, county, state and federal. As a general rule, state and federal level resources will not be made available until city and county resources are fully committed.
- D. **Requests For State and Federal Level Assistance:** Request for county, state and federal assistance not covered by 28E mutual assistance agreements will be made by the Mayor (or designated representative) through the Story County Emergency Management Agency. A request for assistance will normally be accompanied by a local disaster declaration (see attached example).
- E. Additional Policies: [See Story County Hazard Mitigation Plan].

## III.) **Operations:**— Responsibilities for providing emergency services are as follows;

- A. WARNING  
Fire and/or Police Department
- B. LAW ENFORCEMENT  
Huxley Police
- C. FIRE PROTECTION  
Huxley Fire and Rescue

D. PUBLIC WORKS AND UTILITIES

1. Street Clearance --- Huxley Public Works- Department-Streets
2. Water Supply --- Huxley Public Works- Department-Water
3. Sanitary Waste Disposal --- Huxley Public Works Department-Wastewater
4. Electricity --- Alliant and Consumers Energy
5. Natural Gas ---Alliant
6. Telephone – Huxley Communications
7. Cable and Internet --- Huxley Communications and Mediacom

◇ For all operations listed above, the Mayor is responsible if there is no “Chief” or department head.

**DECLARATION OF LOCAL DISASTER**

**WHEREAS**, the City of Huxley has suffered sever weather event; causing significant damage to private and public properties, electric distribution systems; and

**WHEREAS**, a local disaster is in existence in causing public and private facilities to be at risk; and

**WHEREAS**, Iowa Code authorizes the Mayor of the City of Huxley to declare a local disaster to authorize the furnishing of aid and assistance there under.

**NOW, THEREFORE**, be it resolved and declared by \_\_\_\_\_, Mayor of Huxley, Iowa

1. A local disaster exists and that all efforts will be made to protect the citizens and property of Huxley, Iowa.
2. This Declaration of Local Disaster shall expire within 30 days hereof unless the City of Huxley expressly authorizes the continuance or renewal of such Declaration.
3. This Declaration of Local Disaster shall be filed with the Story County Recorder. Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Title: \_\_\_\_\_

## **HUXLEY SAFE ROOM OPERATIONAL PROCEDURE:**

1. In the event of sever high winds, funnel cloud or tornado is reported to be 30 miles from Huxley and headed our general direction; the storm sirens will be sounded.
2. When the sirens are sounded, the front doors of the safe room will be unlocked by the same system that sounds the siren. This will be the very North door and the Very South door of the Safe Room.
3. A trained city employee, Police, Public Works, Fire or Administration, will head to the Safe Room and also unlock the Southwest outside door so the public has access into the Safe Room.
4. Ensure the public, Ballard Middle School students and staff make it into the Safe Room safely.
5. Prior to the sever storm event affecting Huxley, ensure all Safe Room exterior doors are shut and locked. These are marked with an EXIT sign above them.
6. Monitor police radio traffic, NOAA weather radio, Internet, Channel 8 news for updates on the storm event.
7. MAKE SURE THE SAFE ROOM INHABITANTS KNOW THEY ARE SAFE AND MAY LEAVE AFTER THE EVENT IS OVER.
8. After the event is over, wait for the contact from Law Enforcement or until Law Enforcement stops by the Safe Room to let the inhabitants leave.
9. After the Safe Room is empty, restock any supplies that were used.
10. Before leaving the Safe Room, make sure the re-set button on the receiver for the door unlocking system has been reset. This will re-set the lock on the 2 front doors until the next time. You may then leave the Safe Room.



Christiansen  
Forest Preserve

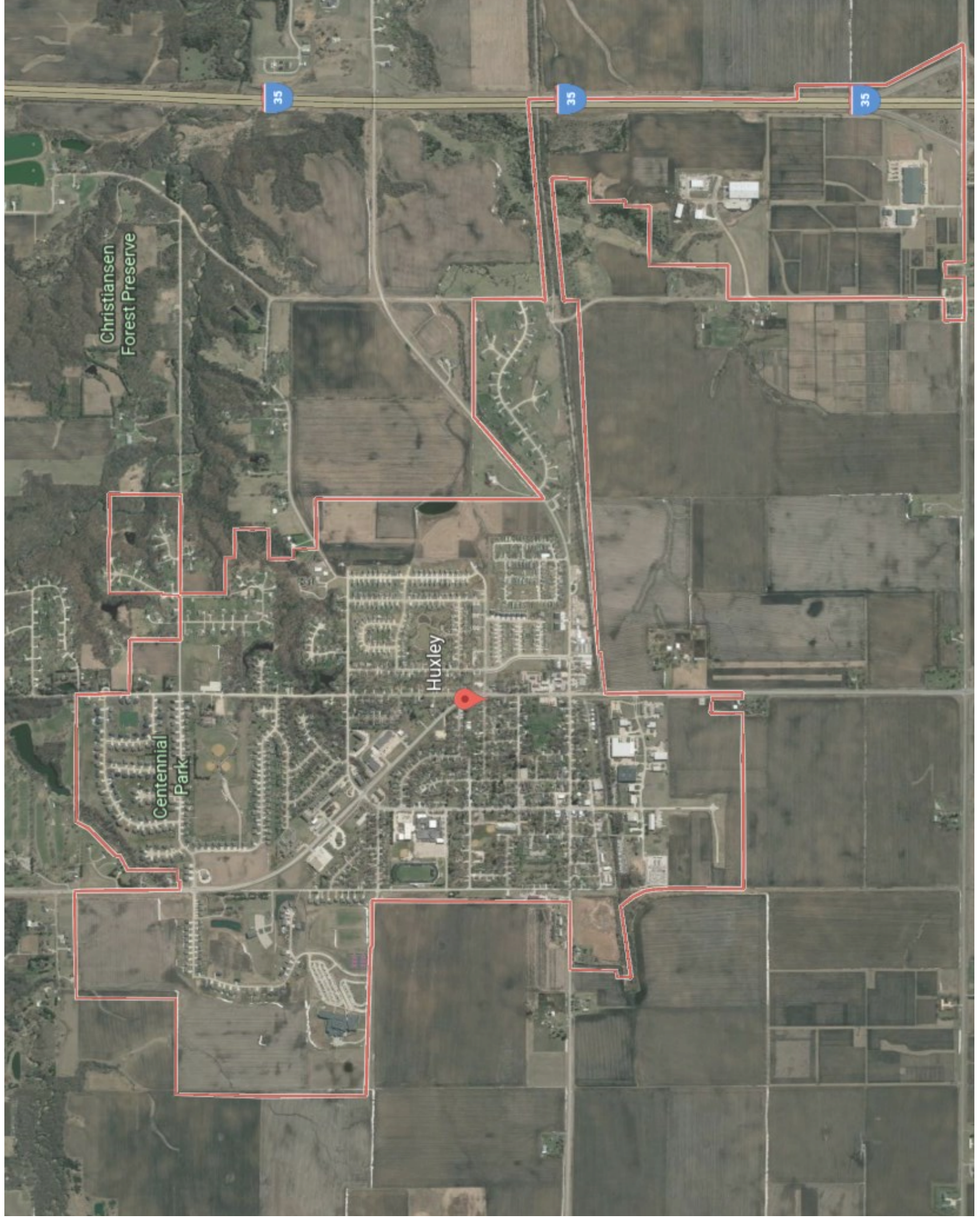
Centennial  
Park

Huxley

35

35

35



# CITY OF HUXLEY EMERGENCY MANAGEMENT SUMMARY

Population: \_\_\_\_\_ # of Houses: \_\_\_\_\_ # of Businesses: \_\_\_\_\_

## **MAJOR HAZARDS**

\_\_\_\_\_ Airport      \_\_\_\_\_ Flooding      \_\_\_\_\_ Tornado/Wind      \_\_\_\_\_ Train  
\_\_\_\_\_ Fire      \_\_\_\_\_ Hazmat Facilities      \_\_\_\_\_ Hazmat Transportation      \_\_\_\_\_ Terrorism  
\_\_\_\_\_ Winter Storm      \_\_\_\_\_ Highway Accident      \_\_\_\_\_ Structure Collapse      \_\_\_\_\_ Civil Unrest  
\_\_\_\_\_ Other: \_\_\_\_\_

## **EVACUATION ROUTES**

Highway 69— South to 210 and east to I-35  
US 69 North to Ames/South to Ankeny  
East 1st Street to 315th St.—East to Cambridge  
West 1st Street to E-63— West to Slater  
East 1st Street to 560th to Highway 210

## **EMERGENCY SHELTERS**

Red Cross Shelter Site	Address	Phone Number
City of Huxley—3 C's/Safe Room	515 North Main Ave	515-597-2515
Ballard Middle School	509 N. Main Ave	515-597-2815
Ballard High School	701 Ballard Drive	515-597-2971
Fjeldberg Lutheran	209 N. 2nd Ave	515-597-2831
Harvest Assembly of God	509 N. Highway 69	515-597-3525
Palestine Lutheran	1375 Hwy. 210	515-597-2620
Grace E. Church	905 N. 5th Ave	515-597-2393
Other: Nord Kalsem Community Shelter Huxley Fire Department	204 West 5th 104 East Railway	515-597-2949 515-597-2345

## **CRITICAL ASSETS AND INFRASTRUCTURE**

City Hall: 515 North Main      Fire Station: 104 East Railway  
Water Plant: 1721 East 1st Street      Post Office: Ballard Plaza  
Wastewater Plant: 1701 East 1st Street      Oak Blvd Filling Station: Corner of Hickory and Oak  
Huxley Well Field: 30227 580th Ave, Cambridge      Water Tower: 110 South Main  
Northview Lift Station: 601 Oak Blvd.      Public Works Facility: 603 Oak Blvd.

- **Gas/Electric:**

Consumers Energy 641-752-1593, 800-696-6552

Alliant: 800-822-4348

- **Telephone and Cable:**

Huxley Communications 597-2281

Mediacom 515-233-4646

**Banks:**

South Story 515-597-2992

Fidelity 515-597-2500

Ballard Community Bank 515-597-4477

Vision Bank 515-597-4477

**Trash:**

Waste Management 515-233-1458

Ankeny Sanitation 515-964-5229

Aspen Waste Systems 515-382-3808

Garbage Guys 515-707-3866

**Medical:**

Huxley Veterinary Clinic 597-7387

Huxley Family Physicians 597-2600

Huxley Physical Therapy 597-3726

HyVee Pharmacy 597-4100

Ballard Dental 597-5300

Huxley Eye Clinic 597-5200

## **POTENTIAL EMERGENCY OPERATIONS CENTER LOCATIONS**

**Primary: Safe Room**

**Secondary: Huxley Fire Department, Nord Kalsem Shelter House**

**County: Story County Administration Building 515-382-7315**

## **POTENTIAL STAGING AREAS**

**High School Parking Lot**

**Centennial Park**

**Ballard Golf & Country Club**

**Bus Barn Area**

**Palestine Lutheran Church**

**Fjeldberg Church**

**Middle School Parking Lot**

**Nord-Kalsem Park**

**Grace E Free—N. 5th Ave.**



## **TORNADO SHELTERS**

City of Huxley Safe Room  
Fjeldburg Lutheran Church

## **SPECIAL NEEDS POPULATION**

Ballard Creek Assisted Living: 597-2555  
Middle School/Senior High School: 597-2811/2975  
Lilly Pad: 597-5437  
Miss Wendy's: 597-3478

New Horizons Homes: 337-0016  
Huxley Family Physicians Clinic: 597-2600  
Whistle Stop: 597-3637  
Wee Care: 597-3100

## **EMERGENCY SERVICES**

Law Enforcement: Huxley PD 597-2002  
Fire/Rescue: Huxley Volunteer Fire/Rescue  
Ambulance: Huxley Fire/Rescue Mary Greeley Medical Center  
Public Works: Full Time & 7 staff  
Public Health: Homeward/Story County Public Health 515-233-7550  
Story County Emergency Management:  
900 6th Street, Nevada, IA 50201 515-382-7315  
American Red Cross in Des Moines: 515-243-7681 or 24/7 at 2-1-1

## **EMERGENCY RESOURCES**

Transportation: Buses at Ballard Schools 597-2979, HRTA: Heartland Senior Citizens  
Equipment/Rental/Supplies:

- Kempkers Hardware: 515-597-2338
- Subway: 515-597-4782
- Casey's South: 515-597-3444
- Casey's North: 515-597-4444
- Dollar General: 515-597-2444
- Food Bank: Fjeldberg Church 597-2831
- Ballard Clothing Pantry 597-3553

## **VOLUNTEER ORGANIZATIONS**

Boy Scouts: Troop 163  
Peppy Pushers 40H

## **CHURCHES**

**Fjeldberg Lutheran Church 597-2831**

**Harvest Assembly of God 597-3525**

**Palestine Lutheran: 597-2620**

**Grace E-Free: 597-2393**

**Trinity United Methodist Church: 597-2625**

## **MUTUAL AID**

**County Fire Agreement**

**Slater/Kelley/Cambridge Extrication**

**Iowa Mutual Aid Compact**

**Story County Medical Center**

## **HAZMAT FACILITIES/CHEMICALS**

**Huxley Water Treatment: Chlorine, Diesel**

**Kempkers: Propane, Kerosene**

**Safe Room: Diesel Fuel**

**Hedrick Roofing**

**Interstate Battery**

**Public Works Facility: Fuels and Paint**

**Monsanto**

**Huxley Wastewater Plant: Diesel**

### **Safe Room Manager/Assistant Coordinator/Safety Manager:**

The Huxley Police Chief will be designated as the Safe Room Manager. Other Huxley Police Department officers and the Huxley Public Works employees will be trained as assistant managers/coordinators. Both of these departments have employees who are on call 24/7 in case of emergencies; therefore, it's in the best interest of the city to train all the on-call employees to perform the safe room manager's and equipment manager's duties in case of an emergency. Ultimately, the assigned manager will have the responsibility of training personnel, actually managing the maintenance of the equipment, and ensuring that procedures are kept current.

### **Equipment Manager:**

The Huxley Public Works Superintendent will be assigned the duty of equipment manager. Other Huxley Police Department officers and the Huxley Public Works employees will be trained as assistant managers/coordinators. Both of these departments have employees who are on call 24/7 in case of emergencies; therefore, it's in the best interest of the city to train all the on-call employees to perform the safe room manager's and equipment manager's duties in case of an emergency. Ultimately, the assigned manager will have the responsibility of training personnel, actually managing the maintenance of the equipment, and ensuring that procedures are kept current.

### **Definitions:**

The definitions below play an important part in the proposed Huxley Safe Room Operations and Maintenance program. The City of Huxley's Severe Storm Warning Procedure states that the warning siren will be sounded day or night when severe high winds, funnel cloud, or tornado is reported within 30 miles of Huxley and headed in their general direction. A more detailed Severe Storm Warning Procedure is outlined below:

- Tornado Watch:** Conditions are conducive to the development of tornadoes in and close to the watch area. Safe room team will be alerted by the officer on duty once a watch has been issued.
- Tornado Warning:** A tornado has actually been sighted by spotters or indicated on radar, and is occurring or imminent in the warning area. Safe room team will be activated once a tornado warning has been issued.
- Severe Thunderstorm Watch:** Conditions are conducive to the development of severe thunderstorms in and close to the watch area. Officer on duty will closely monitor the storm for indications of high winds and potential tornado.
- Severe Thunderstorm Warning:** A severe thunderstorm has actually been observed by spotters or indicated on radar, and is occurring or imminent in the warning area. Officer on duty will closely monitor the storm for indications of high winds and potential tornado.

### **Safe Room Population**

The safe room population will consist of students/staff from Ballard Middle School, participants/spectators from the athletic fields, staff from Huxley City Hall, Library and 3 C's. The maximum occupancy is 839.

### **Pets in the Safe Room**

Pets must be restrained.

### **Educating the Public**

The City of Huxley will utilize several methods of informing the public regarding the safe room.

The methods will consist of, but not limited to:

- \* Posting appropriate signage as required by FEMA 361
- \* Putting a note on sporting event rosters informing spectators of the safe room
- \* Posting flyers in obvious locations at City Hall, Library and 3 C's
- \* City newsletter

### **Signage**

Proper signage will be clearly posted and direct occupants toward the safe room.

- \* Proper signage will be placed outside/inside the Ballard Middle School.
- \* Proper signage will be placed outside/inside the 3 C's and library.
- \* The Safe Room Manager will be responsible for all necessary signage.

### **Severe Storm Warning Procedure**

In the event that severe weather is possible, the police officer on duty will follow procedures outlined below:

1. If the potential for severe weather looks likely, the safe room will be unlocked by the Huxley Police Officer on duty. During normal office hours (for the Huxley Park and Recreation Department), the safe room will be unlocked by HPR Staff, but will be constantly supervised by trained City Staff.
2. The officer on duty will utilize various methods of tracking the storm: Weather Radio, Channel 8 news, and the LE radios in the police vehicle. Story County Emergency Management will also be a source of information during a severe storm event via police radio broadcasting and phone contact.
3. Once a severe storm event is within 30 miles and headed in the general direction of Huxley, the City's severe storm warning will be sounded day or night if there are severe high winds, funnel clouds, or tornado. If school is in session, school personnel will be contacted by the Police Department.
4. Once the severe storm warning has been sounded, the officer on duty will help to get people into the safe room in a safe and orderly manner. City personnel will man the door.
5. The equipment manager/Huxley maintenance staff on-call will proceed to the safe room in order to operate the generator if needed.
6. Once the facility doors and windows have been secured, the officer will then take a head count and have occupants sign in using a clipboard and sign-in sheet.

7. During the storm event, the officer on duty will monitor the storm via radar on computer, NOAA Weather Radio receivers, radio, television and Story County Dispatch via police radio.
8. 2-way communication will be maintained with the Emergency Operation Center using 2-way radios.
9. When an all clear has been given by Story County Dispatch/Huxley Fire Department Storm Spotters then the safe room manager/officer on duty will open all doors and windows and help occupants exit in an orderly, safe manner.
10. After the storm event, the Safe Room Manager will then check and restock all supplies and the Huxley maintenance staff will clean and perform any necessary maintenance on the facility.
11. In the event of a severe storm and there is damage to the safe room facility, the Safe Room Manager and Public Works Superintendent will ensure that all necessary repairs/maintenance are performed as per FEMA 361.

As part of the construction of the Safe Room, a receiver has been installed at the Safe Room. When sirens sound, the system will unlock the outside doors to the Safe Room.



## **Personnel Roles and Responsibilities**

Once the safe room has been opened during a severe storm event, the officer on duty (trained as a safe room coordinator) in accordance with the Huxley Severe Storm Warning Procedure will do the following:

### **Safe Room Manager/Coordinator (Huxley Police Chief)**

- Monitor severe storm events—high winds, tornado watches/warnings.
- Provide overall guidance during the storm event.
- Send warning signal to the community as outlined above in the Severe Storm Warning procedure.
- Unlock and open the safe room (if after hours) once a storm is 30 miles out and heading in the general direction of Huxley as outlined above in the Severe Storm Warning Procedure.
- Take a head count of occupants using a clipboard and sign in sheet.
- Determine when conditions warrant allowing safe room occupants to leave and escort them out in a safe, orderly manner.
- Maintain a log of events.
- Replenish supplies and direct any safe room cleaning/maintenance.
- Purchase supplies, maintain storage, keep inventory, and replace outdated supplies in accordance with the emergency supplies check list. Maintain a check list of supply items for the before and after events.

### **Safety Manager (Huxley Police Chief)**

- Ensure all personnel are familiar with the Safe Room Operations Plan.
- Conduct training programs: cover signals and meanings and what responses are required; where to report in emergency situations; identification, locations, and use of common safety equipment; shut down and startup procedures; evacuation and sheltering procedures.
- Conduct drills and exercises at least 2 times per year to evaluate the Safe Room Operations Plan and to test the effectiveness of the emergency procedures.
- Coordinate and conduct drills with the Ballard Middle School 4 times during the school year.
- Conduct evaluations of drills, exercise, or actual emergency to determine effectiveness of the plan.

### **Emergency Security Coordinator (On-Call Huxley Police Department Staff and Huxley Public Works Staff)**

- Open the safe room for occupancy.
- Control the movement of people and vehicles at the site
- and maintaining access lanes for emergency vehicles and personnel.
- Secure the safe room.
- Contact emergency personnel if needed for the treatment of injured personnel.
- Prevent unauthorized entry into hazardous or secured areas.
- Assist the Community Safe Room Manager in keeping occupants informed.
- Monitor the safe room occupants to ensure their needs are being met.

### **Equipment Manager/Building Manager (Public Works Superintendent)**

- Operate the heating/cooling ventilation systems and generator, including the NOAA Weather Radio receivers and maintain maintenance records.
- Maintain and update the equipment as necessary, including batteries for the NOAA Weather Radio.
- Assign appropriate staff to implement the extreme-wind protocol and ensure the integrity of the facility; make regular rounds of the interior and exterior of the facility.
- Understand the operation of all facility equipment including: communications, lighting and safety equipment, and closure of all building openings.
- Routine inspection of the safety and sanitation of the facility.

### **Training for New/Existing Staff Members:**

**Safe Room Manager/Assistant Safe Room Coordinators:** The City of Huxley is a relatively small community with limited staff members. A small workforce such as this requires staff to perform many roles within their job. Each new and existing member of the Huxley Police Department will receive the same training (and be as knowledgeable in the procedures) as the safe room manager. Although the manager oversee/direct the training of all the officers, each officer will be able to perform the duties of the safe room manager. The actual safe room manager will be responsible for maintaining the emergency supplies, establishing/updating any severe storm warning procedures, and ensuring that the staff is receiving proper training.

Along with the training for safe room coordination, the officers will be trained in how to operate the emergency generator, but this will not be a primary responsibility of the officer—this is for emergency purposes only. Directions for the operation of the generator will be clearly posted next to the generator and placed in an operations manual located in the storage area of the safe room.

**Equipment Managers:** The City of Huxley has multiple staff members (Public Works Superintendent, Waste Water Superintendent, Water Superintendent, Street Superintendent, and utility employees) who will be trained to function as the equipment manager in cases of emergency. The actual equipment manager will be responsible for maintaining the equipment as required.

Along with training for the equipment manager, the Public Works staff will be trained in how to function as assistant safe room coordinators, but this will not be the primary responsibility of the maintenance staff—this is for emergency purposes only. A severe storm warning procedure will be clearly posted in the safe room and placed in the operations manual located in the storage area of the safe room.

Each time a new employee in the Police Department or Public Works Staff is hired they will, as part of orientation, receive training on the severe storm warning procedures and their role in the plan. Each spring (March) employees will receive a refresher training course by the Safe Room Manager and Equipment Manager covering the emergency procedures and a review of the proper operation of the generator.

Anytime there are changes to the Storm Warning Procedure, the Safe Room Manager and Equipment Manager will be responsible for notifying/educating all staff members regarding this change. These changes will be reflected in the written documentation, will be discussed in the weekly staff meeting and a copy given to each City of Huxley staff member.

### **Janitorial Staff/Maintenance Staff**

The City of Huxley has janitorial staff that is responsible for cleaning all the city facilities. This individual will be responsible for the “standard” cleaning of the saferoom during normal operations by their direct supervisor and after a storm event by the safe room manager.

### **Non-Emergency Use of Multi-Purpose Safe Room**

- During non-emergency times, the multi-purpose safe room will be opened up by the Huxley Park and Recreation Staff (during their normal operating hours) and be available for community use.
- When not in use as a safe room, the multi-use option will NOT prohibit the safe room to perform its mitigation purpose of life safety protection.

### **Regular Maintenance**

The City of Huxley will be the official owner of record and will be responsible for performing all routine maintenance of the facility. Regular scheduled maintenance on the multi-purpose safe room will consist of the following:

SCHEDULE		PERFORMED BY
Weekly Cleaning:	<ul style="list-style-type: none"><li>• Bathrooms— toilets, sinks, mirrors, floors, restock supplies</li><li>• Kitchen— sinks, counter tops, floors, restock supplies</li><li>• Open floor space— sweep and polish floors</li><li>• Dispose of garbage</li><li>• Ensure tables/chairs are properly stored</li></ul>	City of Huxley Maintenance Staff
Monthly:	<ul style="list-style-type: none"><li>• Ensure batteries in flashlights are working</li><li>• Replenish battery supply</li><li>• Check light bulbs and replace any that are not functioning properly</li><li>• Check batteries in weather radios to ensure they are working properly</li><li>• Check radar tracking equipment and make sure it's working properly</li><li>• Operate/test the heating/cooling ventilation systems</li><li>• Operate/test generator</li></ul>	Safe Room Manager/Equipment Manager
Bi-Annual Basis:	<ul style="list-style-type: none"><li>• Change air filters in heating/cooling units and perform a standard review of equipment to ensure proper function</li><li>• Check hinges on doors and windows</li><li>• Wash windows</li><li>• Practice/review emergency procedures</li></ul>	Maintenance Staff/Equipment Manager or other certified heating/cooling professional
Annual Basis:	<ul style="list-style-type: none"><li>• Perform inventory on emergency supply equipment</li><li>• General review of safe room interior/exterior to check for nay items that may need minor repair</li><li>• Generator “refresher” training — City Maintenance Personnel and Huxley Police Officers</li></ul>	Maintenance Staff/Equipment Manager or other certified building inspector
As Needed:	<ul style="list-style-type: none"><li>• Replenish first-aid kits/supplies after a severe storm event</li><li>• Train new employees</li><li>• Replace batteries, signage, light bulbs</li><li>• Snow removal</li><li>• Mowing of grounds</li></ul>	Maintenance Staff/Equipment Manager/Safe Room Manager
Generator:	<ul style="list-style-type: none"><li>• As per the dealer recommended maintenance schedule. See generator for scheduled maintenance schedule</li></ul>	Equipment Manager or other certified dealer professional

## **Generator Maintenance and Use**

Generator maintenance will be performed as per manufacturer guidelines outlined in the generator operations manual. The standard generator maintenance will be performed and tracked on maintenance schedule by the assigned Equipment Manager and dealer certified professionals when applicable.

Equipment Manager will see to the training of personnel and safe operation of the generator. This will ensure that the “on call” staff member will know how to properly operate the generator in emergency situations. As an additional safety measure, a detailed “How To” chart will be prepared and posted in the generator containment area outlining the steps necessary to operate the generator and necessary safety precautions that must be taken by staff when operating the generator.

## **Emergency Supplies Check List**

As part of the City of Huxley’s Operations and Maintenance plan for the multi-purpose safe room, a pre-packed kit containing the items listed below will be kept in a well-displayed area to be used in the event of a severe storm event. This kit will be inventoried on a monthly basis by the Safe Room Manager to ensure that forms are current and items are in good condition. In the event of a severe storm where supplies are used, they will be immediately replaced by the Safe Room Manager.

- 2”x2” sterile gauze pads, 4”x4” sterile gauze pads
- 8”x10” sterile dressing, 5”x9” sterile dressing
- Adhesive bandages
- Adhesive tape
- 4” and 6” conforming roller gauze bandages
- 3”x5 yard latex free elastic bandages
- Multi-trauma bandages (12”x30”)
- Triangle bandages
- Instant cold compresses
- Eye wash
- Biohazard bags
- Burn relief gel
- Tweezers
- Emergency blanket
- CPR barriers/face shields
- Providone-iodine infection wipes
- Alcohol cleansing pads
- Non-latex gloves
- Penlights
- Bandage shears
- Ammonia inhalant ampoules

Pry bars, NOAA Weather Radio, Basic Tool Kit, Flashlight with batteries.



IOWA DEPARTMENT OF NATURAL RESOURCES  
WATER SUPPLY ENGINEERING SECTION  
**CONSTRUCTION PERMIT APPLICATION**  
SCHEDULE-1a, General Information

DNR Use Only	
Project #:	
Permit #:	
FO #:	

APPLICANT	ENGINEER
Name: _____	Firm: _____
Address: _____	Address: _____
City, State, Zip: _____	City, State, Zip: _____
Representative: _____	Project Officer: _____
Telephone: _____	Telephone: _____
Email: _____	Email: _____

<b>Mail Completed Application along with the Plans &amp; Specifications to:</b>	Iowa Department of Natural Resources Attn: Water Supply Engineering Section 502 E 9 <sup>th</sup> St Des Moines IA 50319-0034
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**PLEASE RESPOND TO ALL QUESTIONS**

1. **PWS Name:** \_\_\_\_\_ **PWSID Number:** IA
2. **Project Name:** \_\_\_\_\_
- Note: For projects other than water mains and PERs, also include a project description in the cover letter.
3. **Estimated Completion Date:** \_\_\_\_\_ **YES** **NO**
4. Will this project be a part of a State Revolving Loan Fund project? ☐ ☐
5. Has an engineering report or information previously been submitted for this project? ☐ ☐
- If Yes:** Project Identity: \_\_\_\_\_
- Date Submitted: \_\_\_\_\_ **N/A**
6. Does the project, as submitted, follow the recommendations and conclusions of the preliminary report? ☐ ☐ ☐
- If No:** provide the design basis and technical information justifying all changes.
7. Except for those projects submitted without an engineer in accordance with 567 IAC 43.3(4), are there two complete sets of plans and specifications accompanying this application? ☐ ☐
- Plans and specifications or engineering report accompanying this application must contain an "Engineer's Certificate" executed in conformance with Code of Iowa 542B.16 and have an original hand-written signature and date in contrasting color ink. A color photocopy is not acceptable.*
8. Does the project involve water withdrawal, storage of surface waters, or change in natural stream conditions? ☐ ☐
- If Yes:** Complete and attach, **Application for Permit to Withdraw Water (DNR Form 542-3106)**

**CERTIFICATION**

**APPLICANT**

I certify that I am the authorized representative of the owner and state that the project identified above is approved by the owner.

\_\_\_\_\_  
Signature Typed or Printed Name Date

**ENGINEER**

I certify that all aspects of design included in this application meet the requirements of all applicable state or federal laws and regulations, or that an explanation and justification for any proposed variation from such standards is attached, or that a variance has already been granted by the Iowa Department of Natural Resources.

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Typed or Printed Name Iowa PE Number



**IOWA DEPARTMENT OF NATURAL RESOURCES  
WATER SUPPLY ENGINEERING SECTION  
CONSTRUCTION PERMIT APPLICATION**

SCHEDULE-1a General Information

SCHEDULE	TITLE	Included in Project	Attached	Previously Submitted	Date Previously Submitted
1b	Minor Water Main Construction		<input type="checkbox"/>		
1c	Fee Calculation		<input type="checkbox"/>		
2a	Water Mains - General	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2b	Water Mains - Specifications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2c	Notification of WM Construction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3a	Water Systems - Preliminary Data	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3b	Source Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3c	Water Quality Data	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4	Site Approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5a	Well Construction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5b	Well Appurtenances	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5c	Well Profile	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5d	Surface Water Supply	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6a	Distribution Water Storage Facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6b	<i>Reserved</i>				
7	Schematic Flow Diagram	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8	Aeration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9	Clarification/Sedimentation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10	Suspended Solids Contact	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11	Cation Exchange Softening	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12	Filters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13a	Chemical Addition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13b	Dry Chemical Addition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13c	Gas Chlorination	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13d	Fluoridation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13e	Sampling and Testing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
14	Pumping Station	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
15	Process Water Storage Facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
16a	Wastewater General	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
16b	Waste Treatment Ponds	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
16c	Filtration and Mechanical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
16d	Discharge to Sewer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Identify any components included in this project which are not included in the above list of schedules (i.e., Reverse Osmosis) and provide design data of these components on separate sheets.



IOWA DEPARTMENT OF NATURAL RESOURCES  
WATER SUPPLY ENGINEERING SECTION  
**CONSTRUCTION PERMIT APPLICATION**  
SCHEDULE-1c, Fee Calculations

OFFICE USE ONLY  
20-2004- \$ \_\_\_\_\_  
0376-542-w100-0575

PWSID Number: IA \_\_\_\_\_

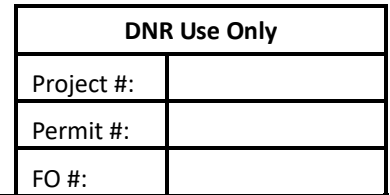
PWS Name: \_\_\_\_\_

Project Name/Description: \_\_\_\_\_

Contact Person/Phone#: \_\_\_\_\_

Mail the fee, along with completed permit application schedules to:  
Iowa Department of Natural Resources  
Attn: Water Supply Engineering Section  
502 E 9<sup>th</sup> St  
Des Moines IA 50319-0034

WATER MAINS	Calculated Fee
Total length of water main: _____ Feet Fee: First 1,000 feet: \$100.00 Next 19,000 feet: \$0.10/ft. Next 300,000 feet: \$0.01/ft. Over 320,000 feet: No additional charge	\$ _____
<b>OTHER WATER SUPPLY RELATED CONSTRUCTION</b> Estimated construction cost of non-water main related work: \$ _____ Fee: First \$50,000: \$100.00 Next \$950,000: 0.2% of estimated construction cost Next \$14,000,000: 0.1% of estimated construction cost Over \$15,000,000: No additional charge	\$ _____
<b>REQUEST FOR TIME EXTENSION</b> Extensions may only be requested within one year of the permit issuance date. If more than one year has elapsed and construction has not commenced, a new permit application is required; resubmittal of plans and specifications may not be necessary under certain conditions. Is this a request for a construction permit time extension, as per 567 IAC 43.3(3)"a"? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>If no, skip this section. If yes, Request for Time Extension Fee: \$50.00</i>	\$ _____
<b>AS-BUILT PROJECT</b> Is this project being submitted as an As-Built Project? <input type="checkbox"/> Yes <input type="checkbox"/> No (If no, skip this section) If yes, also complete, "WATER MAINS" and "OTHER WS RELATED CONSTRUCTION" above If yes, Additional As-Built Construction Fee: \$200.00	\$ _____
<b>CHANGE ORDERS and ADDENDUM</b> Will this change order or addendum result in an increase of at least 5% of the original water main length or 5% of the non-water main related costs? <input type="checkbox"/> Yes <input type="checkbox"/> No (If no, skip this section) Additional length of water main: _____ Feet Additional non-water main related construction costs: \$ _____ Fee: \$0.10 per foot for additional water main requested plus 0.2% of the estimated additional non-water main related construction costs (Minimum Fee = \$50.00) If yes, Change Orders and Addendum Fee:	\$ _____
<b>AMOUNT PAID BY OWNER OF THE PUBLIC WATER SUPPLY, YEAR TO DATE</b> Water Main Fees Total Fees Paid: \$ _____ Maximum Annual Fee: \$ 5,000 Other WS Const. Fees Total Fees Paid: \$ _____ Maximum Annual Fee: \$16,000	
<b>TOTAL FEE DUE</b>	\$ _____

DNR Form 542-3178





**IOWA DEPARTMENT OF NATURAL RESOURCES  
WATER SUPPLY ENGINEERING SECTION  
CONSTRUCTION PERMIT APPLICATION**

SCHEDULE-1a General Information

SCHEDULE	TITLE	Included in Project	Attached	Previously Submitted	Date Previously Submitted
1b	Minor Water Main Construction		<input type="checkbox"/>		
1c	Fee Calculation		<input type="checkbox"/>		
2a	Water Mains - General	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2b	Water Mains - Specifications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2c	Notification of WM Construction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3a	Water Systems - Preliminary Data	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3b	Source Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3c	Water Quality Data	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4	Site Approval	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5a	Well Construction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5b	Well Appurtenances	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5c	Well Profile	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5d	Surface Water Supply	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6a	Distribution Water Storage Facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6b	<i>Reserved</i>				
7	Schematic Flow Diagram	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8	Aeration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9	Clarification/Sedimentation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10	Suspended Solids Contact	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11	Cation Exchange Softening	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12	Filters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13a	Chemical Addition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13b	Dry Chemical Addition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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13d	Fluoridation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13e	Sampling and Testing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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16b	Waste Treatment Ponds	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
16c	Filtration and Mechanical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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IOWA DEPARTMENT OF NATURAL RESOURCES  
WATER SUPPLY ENGINEERING SECTION  
**CONSTRUCTION PERMIT APPLICATION**  
SCHEDULE-1c, Fee Calculations

OFFICE USE ONLY  
20-2004- \$ \_\_\_\_\_  
0376-542-w100-0575

PWSID Number: IA \_\_\_\_\_

PWS Name: \_\_\_\_\_

Project Name/Description: \_\_\_\_\_

Contact Person/Phone#: \_\_\_\_\_

Mail the fee, along with completed permit application schedules to:  
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Des Moines IA 50319-0034

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<b>TOTAL FEE DUE</b>	\$ _____

# COUNCIL COMMUNICATION

## **AGENDA HEADING:**

Approving Payment No. 2 for the East 1st Street 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. 2 from Concrete Technologies, Inc (Brian Blackford, President, 1001S. E. 37<sup>th</sup> Street Grimes, Iowa 50011) in the amount of \$201,976.80 for work completed from July 8, 2021 to August 5, 2021 on the East 1<sup>st</sup> Street Project.

Additional information is below and in the attachments.

## **FISCAL IMPACT:**

Amount: \$201,976.80

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 subdrain, pavement removal and new pavement

## **PREVIOUS COUNCIL ACTION(S): YES**

- April 27, 2021 Council Approved Notice to Proceed, Contract and Bonds
- July 13, 2021 Payment Application No. 1 for the East 1<sup>st</sup> Street Project

## **RECOMMENDATION: APPROVAL**

## **ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:**

- Continue 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. 21-072**

**RESOLUTION APPROVING PAYMENT APPLICATION NO. 2 FOR THE EAST 1<sup>ST</sup> STREET PROJECT**

WHEREAS, on April 27, 2021 by Resolution No. 21-034, City Council approved the notice to proceed, contract, and bonds and authorized Mayor to execute the contract with Concrete Technologies for the East 1<sup>st</sup> Street project and;

WHEREAS, Veenstra & Kimm, Inc. has reviewed the second payment application in the amount of \$201,976.80 for subdrain, pavement removal and new pavement and recommend payment.

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

Payment No. 2 in the amount of \$201,976.80 is hereby approved.

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

***PASSED, ADOPTED AND APPROVED*** this 10<sup>th</sup> day of August 2021.

**APPROVAL BY MAYOR**

I hereby approve the foregoing **Resolution No. 21-072** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 10<sup>th</sup> day of August 2021.

\_\_\_\_\_  
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)

---

August 5, 2021

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

HUXLEY, IOWA  
EAST 1<sup>ST</sup> STREET RECONSTRUCTION  
PARTIAL PAY ESTIMATE NO. 2

Attached is an electronic copy of Partial Pay Estimate No. 2 for work on the East 1<sup>st</sup> Street Reconstruction project, under the contract between the City of Huxley and Concrete Technologies, Inc. dated April 29, 2021. The partial pay estimate is for the period July 8 to August 5, 2021.

Partial Pay Estimate No. 2 is for subdrain, pavement removal and new pavement. We have checked the estimate and recommend payment to Concrete Technologies, Inc. in the total amount of \$201,976.80.

Please sign Partial Pay Estimate No. 2 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. 2 to Concrete Technologies, Inc. with payment. A signed copy should also be kept for your files.

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

VEENSTRA & KIMM, INC.

Forrest S. Aldrich

FSA:rsb  
45263/45270  
Enclosures

cc: Concrete Technologies, Inc.

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 - EAST 1ST STREET RECONSTRUCTION

Contract No.: 85-3630-606  
County: Story  
Project No.: STBG-SWAP-3630(606)-SG-85 and STBG-SWAP-3630(607)-SG-85  
Accounting ID: 37631 and 37632

Payable To: Concrete Technologies, Inc.  
Address: 1001 SE 37th Street  
Grimes, IA 50111

Cost Center:  
Type of Work: PCC Pavement - Replace  
Date of This Est.: 8/5/2021  
Estimate No.: 2  
Sheet No.: 3 Total

## Project Covered Under General Supplemental Specification GS-15009

LINE NO.	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	
0010	COMPACTION WITH MOISTURE AND DENSITY CONTROL	CY	\$ 8.50	870.00		870.00		7,395.00		7,395.00		100.00%
0020	MODIFIED SUBBASE	CY	\$ 47.25	435.00		435.00		20,553.75		20,553.75		100.00%
0030	SHOULDER CONSTRUCTION, EARTH	STA	\$ 284.00	13.40		13.40		3,805.60		3,805.60		100.00%
0040	STANDARD OR SLIP FORM PCC PAVEMENT, CLASS C, CLASS 3 DURABILITY, 8 IN.	SY	\$ 54.00	2310.00		2310.00		124,740.00		124,740.00		100.00%
0050	PCC PAVEMENT SAMPLES	LS	\$ 5,275.00	1.00		0.50		5,275.00		2,637.50		50.00%
0060	SURFACING, DRIVEWAY, CLASS A CRUSHED STONE	TON	\$ 42.00	50.00				2,100.00				
0070	INTAKE, SW-506	EA	\$ 9,715.00	2.00		2.00		19,430.00		19,430.00		100.00%
0080	REMOVAL OF SUBDRAIN	LF	\$ 7.50	450.00				3,375.00				
0090	SUBDRAIN, STANDARD, PERFORATED, 6 IN., AS PER PLAN	LF	\$ 18.00	1340.00		1340.00		24,120.00		24,120.00		100.00%
0100	SUBDRAIN RISER, 6 IN., AS PER PLAN	EA	\$ 510.00	4.00		4.00		2,040.00		2,040.00		100.00%
0110	STORM SEWER GRAVITY MAIN, TRENCHED, RCP, 2000D (CLASS III), 24 IN.	LF	\$ 152.00	31.00		31.00		4,712.00		4,712.00		100.00%
0120	REMOVE STORM SEWER PIPE LESS THAN OR EQUAL TO 36 IN.	LF	\$ 21.00	31.00		31.00		651.00		651.00		100.00%
0130	REMOVAL OF PAVEMENT	SY	\$ 8.75	2310.00		2336.50		20,212.50		20,444.38		101.15%
0140	REMOVAL OF INTAKES AND UTILITY ACCESSES	EA	\$ 525.00	2.00		2.00		1,050.00		1,050.00		100.00%
0150	DRIVEWAY, P.C. CONCRETE, 6 IN.	SY	\$ 81.50	192.00		192.00		15,648.00		15,648.00		100.00%
0160	REMOVAL OF PAVED DRIVEWAY	SY	\$ 8.50	121.00		121.00		1,028.50		1,028.50		100.00%
0170	CONSTRUCTION SURVEY	LS	\$ 2,525.00	1.00		1.00		2,525.00		2,525.00		100.00%
0180	SAFETY CLOSURE	EA	\$ 105.00	10.00		9.00		1,050.00		945.00		90.00%
0190	TRAFFIC CONTROL	LS	\$ 2,365.00	1.00		1.00		2,365.00		2,365.00		100.00%
0200	MOBILIZATION	LS	\$ 19,980.00	1.00		1.00		19,980.00		19,980.00		100.00%
0210	WATER SERVICE STUB, PVC, 4 IN.	EA	\$ 9,200.00	1.00		1.00		9,200.00		9,200.00		100.00%
0220	WATER SERVICE STUB, COPPER, 1 IN.	EA	\$ 3,675.00	3.00		3.00		11,025.00		11,025.00		100.00%
0230	TILE LINE REPAIR	LF	\$ 52.50	50.00		19.80		2,625.00		1,039.50		39.60%
0240	EXISTING WATER MAIN ABANDON IN PLACE	LS	\$ 3,150.00	1.00		1.00		3,150.00		3,150.00		100.00%
0250	SEEDING AND FERTILIZING (URBAN)	ACRE	\$ 5,030.00	0.30				1,509.00				
0260	COMPACTION WITH MOISTURE AND DENSITY CONTROL	CY	\$ 8.50	850.00				7,225.00				
0270	MODIFIED SUBBASE	CY	\$ 47.50	411.00				19,522.50				
0280	SHOULDER CONSTRUCTION, EARTH	STA	\$ 285.00	11.00				3,135.00				
0290	RELOCATION OF MAIL BOXES	EA	\$ 525.00	2.00				1,050.00				
0300	STANDARD OR SLIP FORM PCC PAVEMENT, CLASS C, CLASS 3 DURABILITY, 7 IN.	SY	\$ 77.00	83.00				6,391.00				

**ESTIMATE OF ROAD OR BRIDGE WORK ON NONSTATE ROADS/STREETS  
CITY OF HUXLEY - EAST 1ST STREET RECONSTRUCTION**

Cost Center: PCC Pavement - Replace  
Type of Work: 8/5/2021  
Date of This Est.: 2  
Estimate No.: 3 Total  
Sheet No.:

Payable To: Concrete Technologies, Inc.  
Address: 1001 SE 37th Street  
Grimes, IA 50111

Contract No.: 85-3630-606  
County: Story  
Project No.: STBG-SWAP-3630(606)-SG-85 and STBG-SWAP-3630(607)-SG-85  
Accounting ID: 37631 and 37632

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	
0310	2301-1033080	STANDARD OR SLIP FORM PCC PAVEMENT, CLASS C, CLASS 3 DURABILITY, 8 IN.	SY	\$ 54.00	2126.00				114,804.00				
0320	2301-6911722	PCC PAVEMENT SAMPLES	LS	\$ 5,325.00	1.00				5,325.00				
0330	2435-0250600	INTAKE, SWI-506	EA	\$ 9,725.00	2.00				19,450.00				
0340	2435-0600010	MANHOLE ADJUSTMENT, MINOR	EA	\$ 1,240.00	1.00				1,240.00				
0350	2502-6745952	REMOVAL OF SUBDRAIN	LF	\$ 7.50	630.00				4,725.00				
0360	2502-8212306	SUBDRAIN, STANDARD, PERFORATED, 6 IN., AS PER PLAN	LF	\$ 18.00	535.00				9,630.00				
0370	2502-8221006	SUBDRAIN RISER, 6 IN., AS PER PLAN	EA	\$ 510.00	3.00				1,530.00				
0380	2503-0114218	STORM SEWER GRAVITY MAIN, TRENCHED, RCP, 20000 (CLASS III), 18 IN.	LF	\$ 120.00	96.00				11,520.00				
0390	2503-0200036	REMOVE STORM SEWER PIPE LESS THAN OR EQUAL TO 36 IN.	LF	\$ 21.00	98.00				2,016.00				
0400	2510-6745950	REMOVAL OF PAVEMENT	SY	\$ 9.50	2209.00		2204.34		20,985.50		20,941.23		99.79%
0410	2510-6750600	REMOVAL OF INTAKES AND UTILITY ACCESSSES	EA	\$ 525.00	2.00				1,050.00				
0420	2511-6745900	REMOVAL OF SIDEWALK	SY	\$ 8.50	22.00		22.00		187.00		187.00		100.00%
0430	2511-7526006	SIDEWALK, P.C. CONCRETE, 6 IN.	SY	\$ 165.00	22.00				3,630.00				
0440	2515-2475006	DRIVEWAY, P.C. CONCRETE, 6 IN.	SY	\$ 66.75	388.00				25,899.00				
0450	2515-6745600	REMOVAL OF PAVED DRIVEWAY	SY	\$ 8.50	388.00		388.00		3,298.00		3,298.00		100.00%
0460	2526-8285000	CONSTRUCTION SURVEY	LS	\$ 2,525.00	1.00		0.25		2,525.00		631.25		25.00%
0470	2527-9263117	PAINTED PAVEMENT MARKINGS, DURABLE	STA	\$ 2,150.00	1.15				2,472.50				
0480	2528-2518000	SAFETY CLOSURE	EA	\$ 105.00	10.00		3.00		1,050.00		315.00		30.00%
0490	2528-8445110	TRAFFIC CONTROL	LS	\$ 2,365.00	1.00		0.50		2,365.00		1,182.50		50.00%
0500	2533-4980005	MOBILIZATION	LS	\$ 18,675.00	1.00		0.50		18,675.00		9,337.50		50.00%
0510	2554-0204110	WATER SERVICE STUB, COPPER, 1 IN.	EA	\$ 3,675.00	3.00		3.00		11,025.00		11,025.00		100.00%
0520	2599-9999005	VALVE BOX ADJUSTMENT	EA	\$ 315.00	2.00				630.00				
0530	2599-9999009	TILE LINE REPAIR	LF	\$ 52.50	50.00				2,625.00				
0540	2599-9999010	EXISTING WATER MAIN ABANDON IN PLACE	LS	\$ 6,565.00	1.00				6,565.00				
0550	2601-2636044	SEEDING AND FERTILIZING (URBAN)	ACRE	\$ 7,130.00	0.20				1,426.00				

ESTIMATE OF ROAD OR BRIDGE WORK ON NONSTATE ROADS/STREETS  
CITY OF HUXLEY - EAST 1ST STREET RECONSTRUCTION

Cost Center:

Type of Work: PCC Pavement - Replace

Date of This Est.: 8/5/2021

Estimate No.: 2

Sheet No.: 3 Total

Contract No.: 85-3630-606

County: Story

Project No.: STBG-SWAP-3630(606)-SG-85 and STBG-SWAP-3630(607)-SG-85

Accounting ID: 37631 and 37632

Payable To: Concrete Technologies, Inc.

Address: 1001 SE 37th Street

Grimes, IA 50111

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	

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

Original Contract Amount \$621,536.85

Approved Contract Amount \$621,536.85

\$ 345,402.71

\$ -

55.57%

Bole 21

Date

(Trent Petersen)

Veenstra &amp; Kimm, Inc.

Project Engineer (Forrest Aldrich)

8/5/2021

Date

City of Huxley

( ) Date

Total Completed To Date = \$ 345,402.71  
 Amount Retained @ 3% = \$ 10,362.08  
 Eligible Amount = \$ 335,040.62  
 Previously Reimbursed = \$ 133,063.82  
 Amount Due & Payable = \$ 201,976.80



**ORDINANCE NO. 518**

**AN ORDINANCE AMENDING  
CHAPTER 69 PARKING REGULATIONS**

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**BE IT ORDAINED** by the City Council of the City of Huxley, Iowa, that:

**Section 1.** Chapter 69, of the Huxley Code of Ordinances; Parking Regulations Ordinance is hereby amended as follows:

**69.08 NO PARKING ZONES**

No Parking zone to be placed eastbound on Northpark Blvd from the west property line to the west side of the driveway at 306 Northpark Blvd, approximately 100'.

**PASSED AND APPROVED** this \_\_\_\_\_ day of \_\_\_\_ 2021.

\_\_\_\_\_  
Kevin Deaton, Mayor

ATTEST:

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

First Reading:

Second Reading:

Third Reading:

Date Adopted:

Date of Publication by posting:

PROCEEDINGS TO SET DATE FOR  
HEARING AND LETTING

419996-62 (NHL)

Huxley, Iowa

August 10, 2021

The City Council of the City of Huxley, Iowa, met at the \_\_\_\_\_,  
Huxley, Iowa, on August 10, 2021, at \_\_\_\_\_ o'clock \_\_\_\_m.

The Mayor presided and the roll being called, the following named Council Members were  
present and absent:

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

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

The City Council took up and considered the proposed Water Treatment Plant Improvements  
Project. Council Member \_\_\_\_\_ introduced the resolution next hereinafter set out  
and moved its adoption, seconded by Council Member \_\_\_\_\_. After due  
consideration thereof by the Council, the Mayor put the question upon the adoption of the said  
resolution and the roll being called, the following named Council Members voted:

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

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

Whereupon, the Mayor declared the said motion duly carried and the said resolution adopted,  
as follows:

RESOLUTION NO. 21-073

Resolution to provide for a notice of hearing on proposed plans, specifications, form of contract and estimate of cost for the Water Treatment Plant Improvements Project, and the taking of bids therefor

WHEREAS, it has been proposed that the City Council of the City of Huxley, Iowa (the “City”), undertake the authorization of a public improvement to be constructed as described in the proposed plans and specifications and form of contract prepared by Veenstra & Kimm, Inc. (the “Project Engineers”), which may be hereafter referred to as the “Water Treatment Plant Improvements Project” (and is sometimes hereinafter referred to as the “Project”), which proposed plans, specifications, notice of hearing and letting, and form of contract and estimate of cost (the “Contract Documents”) are on file with the City Clerk; and

WHEREAS, it is necessary to fix a time and place of a public hearing on the Contract Documents and to advertise for sealed bids for the Project;

NOW, THEREFORE, Be It Resolved by the City Council (the “Council”) of the City of Huxley, Iowa, as follows:

Section 1. The Contract Documents referred to in the preamble hereof are hereby approved in their preliminary form.

Section 2. The Project is hereby determined to be necessary and desirable for the City, and, furthermore, it is hereby found to be in the best interests of the City to proceed toward the construction of the Project.

Section 3. September 14, 2021, at 6:00 p.m., in the Council Chambers, Huxley, Iowa, is hereby fixed as the time and place of hearing on the Contract Documents.

Section 4. The City Clerk is hereby authorized and directed to publish notice (the “Notice of Hearing”) of the hearing on the Contract Documents for the Project in a newspaper of general circulation in the City, which publication shall be made at least once, not less than four (4) and not more than twenty (20) days prior to the date of the said hearing. The Notice of Hearing shall be in substantially the following form:

(Form of Notice of Hearing)

**NOTICE OF PUBLIC HEARING**

NOTICE OF PUBLIC HEARING ON PLANS AND SPECIFICATIONS, PROPOSED FORM OF CONTRACT AND ESTIMATE OF COST FOR CONSTRUCTION OF THE WATER TREATMENT PLANT IMPROVEMENTS FOR THE CITY OF HUXLEY, IOWA.

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At 6:00 P.M. on the 14<sup>TH</sup> day of September, 2021, the City Council of said City will, in said Council Chambers, hold a hearing and said Council proposes to adopt plans, specifications, form of contract and estimate of cost and, at the time, date and place specified above, or at such time, date and place as then may be fixed, to act upon proposals and enter into a contract for the construction of the following improvements:

**WATER TREATMENT PLANT IMPROVEMENTS**

Construct improvements including all labor, materials and equipment necessary for excavation, backfill and sitework; demolition work; reinforced concrete; precast roof plank; masonry building work including plumbing, heating, ventilating doors, and associated work; painting; pressure filters; NF membrane system; vertical turbine pumps; split case pumps; chemical feed equipment; electrical work including conduit, cables, wiring, motor controls, starters, switches, fixtures and controls; piping and appurtenances; and miscellaneous associated work, including cleanup.

The City of Huxley's Water Treatment Plant is located at 1721 East 1<sup>st</sup> Street, Cambridge, Iowa 50046.

At said hearing, the City Council will consider the plans, specifications, proposed form of contract, and estimated total cost for the project, the same now being on file in the office of the City Clerk, reference to which is made for a more detailed and complete description of the proposed improvements, and at said time and place the said Council will also receive and consider any objections to said plans, specifications, estimate of cost and form of contract made by any interested party.

This notice is given by order of the Council of the City of Huxley, Iowa.

CITY OF HUXLEY, IOWA

Kevin Deaton, Mayor

ATTEST:

Rita Conner, City Administrator

Section 5. The City Council hereby delegates to the City Clerk the duty of receiving bids for the construction of the Project before 2:00 p.m. on September 9, 2021, at the City Hall, Huxley, Iowa. At such time and place, the City Council hereby delegates to the City Clerk and/or the Project Engineers the duty of opening and announcing the results of the bids received. September 14, 2021, at 6:00 p.m., in the Council Chambers, in the City, is hereby fixed as the time and place that the Council will consider the bids received by the City Clerk in connection therewith.

Section 6. The amount of the bid security to accompany each bid is hereby fixed at 5% of the total amount of the bid.

Section 7. The City Clerk and/or the Project Engineers are hereby directed to give notice of the bid letting for the Project by posting notice (the "Notice to Bidders") at least once, not less than thirteen (13) and not more than forty-five (45) days prior to the date set for receipt of bids, in each of the following three places: (i) in a relevant contractor plan room service with statewide circulation; (ii) in a relevant construction lead generating service with statewide circulation; and (iii) on an internet site sponsored by either the City or a statewide association that represents the City. The Notice to Bidders shall be in substantially the following form:

(Form of Notice to Bidders)

**NOTICE TO BIDDERS**

**NOTICE OF TAKING BIDS FOR THE CONSTRUCTION OF WATER TREATMENT PLANT IMPROVEMENTS FOR THE CITY OF HUXLEY, IOWA**

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Sealed proposals will be received by the City Clerk of the City of Huxley, Iowa, at City Hall, 515 N. Main Avenue, Huxley, Iowa 50235, before 2:00 P.M. on the 9th day of September, 2021, for the construction of the Water Treatment Plant Improvements as described in the plans and specifications therefore, now on file in the office of the City Clerk. Proposals will be opened and the amount of the bids announced by the City Clerk at the time, date and place specified above.

Also, at 6:00 P.M. on the 14th day of September, 2021, the City Council of said City will, in said Council Chambers, or at such time, date and place as then may be fixed, to act upon proposals and enter into a contract for the construction of said improvements.

The location of the work to be done and the kinds and sizes of materials proposed to be used are as follows:

**WATER TREATMENT PLANT IMPROVEMENTS**

Construct improvements including all labor, materials and equipment necessary for excavation, backfill and sitework; demolition work; reinforced concrete; precast roof plank; masonry building work including plumbing, heating, ventilating doors, and associated work; painting; pressure filters; NF membrane system; vertical turbine pumps; split case pumps; chemical feed equipment; electrical work including conduit, cables, wiring, motor controls, starters, switches, fixtures and controls; piping and appurtenances; and miscellaneous associated work, including cleanup.

The City of Huxley's Water Treatment Plant is located at 1721 East 1<sup>st</sup> Street, Cambridge, Iowa 50046.

All work and materials are to be in accordance with the proposed plans, specifications, form of contract and estimate of cost now on file in the office of the City Clerk of Huxley, Iowa, and by this reference made a part thereof as though fully set out and incorporated herein.

All proposals and bids in connection therewith shall be submitted to the City Clerk of said City on or before the time herein set for receiving bids. All proposals shall be made on official bidding blanks furnished by the City, and any alterations in the official form of proposal will entitle the Council, at its option, to reject the proposal involved from consideration. Each proposal shall be sealed and plainly identified.

Each proposal shall be made out on a blank form furnished by the municipality and must be accompanied by bid security in a sealed envelope by either (1) a certified or cashier's check drawn

on a solvent Iowa chartered bank or a bank chartered under the laws of the United States, or a certified share draft drawn on a credit union in Iowa or chartered under the laws of the United States, in an amount equal to 5% of the bid, or (2) a bid bond executed by a corporation authorized to contract as a surety in the State of Iowa, in the penal sum of 5% of the bid.

The bid security should be made payable to THE CITY OF HUXLEY, IOWA. The bid security must not contain any conditions either in the body or as an endorsement thereon. The bid security shall be forfeited to the City as liquidated damages in the event the successful bidder fails or refuses to enter into a contract within 10 days after the award of contract and post bond satisfactory to the City insuring the faithful fulfillment of the contract and the maintenance of said work, if required, pursuant to the provisions of this notice and other contract documents. Bidders shall use the bid bond form included in the specifications.

By virtue of statutory authority, a preference will be given to products and provisions grown and coal produced within the state of Iowa.

In accordance with Iowa statutes, a resident bidder shall be allowed a preference as against a nonresident bidder from a state or foreign country if that state or foreign country gives or requires any preference to bidders from that state or foreign country, including but not limited to any preference to bidders, the imposition of any type of labor force preference, or any other form of preferential treatment to bidders or laborers from that state or foreign country. The preference allowed shall be equal to the preference given or required by the state or foreign country in which the nonresident bidder is a resident. In the instance of a resident labor force preference, a nonresident bidder shall apply the same resident labor force preference to a public improvement in this state as would be required in the construction of a public improvement by the state or foreign country in which the nonresident bidder is a resident.

Failure to submit a fully completed Bidder Status Form with the bid may result in the bid being deemed nonresponsive and rejected.

The City reserves the right to reject any and all bids, to waive informalities and technicalities and to enter into such contract as it shall deem for the best interest of the City.

The City reserves the right to defer acceptance of any proposal for a period not to exceed sixty (60) calendar days from the date of hearing.

A Pre-Bid meeting at City Hall will be held on August 17, 2021, at 10:00 A.M. and will include a tour of the Water Treatment Plant.

The successful bidder will be required to furnish bonds in an amount equal to one hundred percent (100%) of the contract price, said bonds to be issued by responsible surety approved by the City Council and listed in the U.S. Treasury Department's most current list (Circular 570, as amended) and authorized to transact business in the State of Iowa and shall guarantee (1) the faithful performance of the contract and the terms and conditions therein contained, (2) the prompt payment to all persons, firms, subcontractors and corporations furnishing materials for or performing labor in the prosecution of the work, and (3) the maintenance of improvements in good repair for not less than two (2) years from the time of acceptance of the improvements by the City.

The work under the contract shall commence within ten (10) days after date set forth in written Notice to Proceed (NTP). The Water System improvements shall be substantially complete and in operation producing raw water within six hundred thirty (630) calendar days from the Notice to Proceed date subject to any extensions of time which may be granted by the City. All work on the project, including surface restoration, shall be completed within eight hundred (800) calendar days from the Notice to Proceed date subject to any extensions of time which may be granted by the City.

Damages in the amount of Five Hundred Dollars (\$500.00) per consecutive calendar day will be assessed for each day that the Water system improvements is not substantially completed and in operation producing raw water after six hundred thirty (630) days from the Notice to Proceed at the sole discretion of the City with due allowance for extensions of the contract period due to conditions beyond the control of the Contractor. Damages in the amount of Three Hundred Dollars (\$300.00) per consecutive calendar day will be assessed for each day that work shall remain uncompleted after the end of the contract period at the sole discretion of the City with due allowance for extensions of the contract period due to conditions beyond the control of the Contractor. At the option of the City, damages may be deducted from any retainage prior to release, the final payment to contractor, or through the commencement of a cause of action by the City, in the City's sole discretion. The selection by the City of any particular course of action hereunder is not exclusive and shall not preclude the pursuit of additional remedies by the City. In the event the City institutes legal proceedings, the Contractor shall be responsible for any and all attorney's fees and expenses.

**Sales Tax Exemption.** Contractors and subcontractors shall not include sales tax for material purchases. At the time of the contract acceptance by the City Council, the prime contractor and all subcontractors will be issued a certificate of exemption.

Payment to the Contractor for said construction will be made from one or any combination of the following resources: (1) cash on hand as may be legally used for such purposes, (2) cash derived from the proceeds of the sale and issuance of General Obligation Bonds and Revenue Bonds of the City, or any combination thereof.

Payment to the Contractor will be on the basis of monthly estimates equivalent to ninety-five percent (95%) of the contract value of the work completed and payments made to material suppliers for materials ordered specifically for the project or delivered to the site during the preceding calendar month. Estimates will be prepared each month by the Contractor, subject to the approval of the Architect/Engineer, who will certify to the City for payment each approved estimate at least



five days prior to City Council meeting. Such monthly payments shall in no way be construed as an act of acceptance for any part of the work partially or totally completed. Upon completion of the work and its acceptance by the City Council, the Contractor will be paid an amount which, together with previous payments, will equal ninety-five percent (95%) of the contract price of the contract. The balance due the Contractor will be paid, subject to the conditions and in accordance with the provisions of Chapters 26 and 573 of the Code of Iowa, as amended. No such partial or final payments will be due until the Contractor has certified to the City that the materials, labor and services involved in each estimate have been paid for in accordance with the requirements stated in the specifications.

The Owner shall retain five (5) percent of the amount of each payment as provided in the Code of Iowa.

Plans and specifications governing the construction of the proposed improvements have been prepared by VEENSTRA & KIMM, INC. of West Des Moines, Iowa, which plans and specifications and the proceedings of the City Council referring to and defining said improvements are hereby made a part of this notice and the proposed contract by reference, and the proposed contract shall be executed to comply therewith.

Copies of said plans and specifications and form of contract are now on file in the office of the City Clerk. Copies may be obtained from VEENSTRA & KIMM, INC., 3000 Westown Parkway, West Des Moines, Iowa 50266 at no charge.

Published upon order of the Council of the City of Huxley, Iowa.

CITY OF HUXLEY, IOWA

Kevin Deaton, Mayor

ATTEST:

Rita Conner, City Administrator

Section 8. All provisions set out in the attached forms of notice are hereby recognized and prescribed by the City Council and all resolutions or orders or parts thereof, to the extent the same may be in conflict herewith, are hereby repealed.

Passed and approved August 10, 2021.

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Mayor

Attest:

---

City Clerk

• • • •

On motion and vote, the meeting adjourned.

---

Mayor

Attest:

---

City Clerk

**ATTESTATION CERTIFICATE:**

STATE OF IOWA  
COUNTY OF STORY  
CITY OF HUXLEY

SS:

I, the undersigned, City Clerk of the City of Huxley, Iowa, do hereby certify that the transcript hereto attached is a true, correct and complete copy of all the records of the City relating to fixing a time and place of hearing on the proposed plans, specifications and form of contract, and estimated cost for the construction of the Water Treatment Plant Improvements Project and directing publication of a Notice of Hearing announcing the time and place fixed therefor; and fixing a time and place for the taking of bids for the construction of the Project and directing posting of a Notice to Bidders announcing the time and place fixed therefor.

WITNESS MY HAND this \_\_\_\_ day of \_\_\_\_\_, 2021.

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

**NOTICE OF HEARING PUBLICATION CERTIFICATE:**

STATE OF IOWA  
COUNTY OF STORY  
CITY OF HUXLEY

SS:

I, the undersigned, City Clerk of the City of Huxley, Iowa, do hereby certify that pursuant to the resolution of its City Council fixing a date of hearing on the proposed plans and specifications, form of contract and estimated cost for the Water Treatment Plant Improvements Project, the Notice of Hearing, of which the printed slip attached to the publisher's affidavit hereto attached is a true and complete copy, was published on the date and in the newspaper specified in such affidavit, which newspaper has a general circulation in the City.

WITNESS MY HAND this \_\_\_\_ day of \_\_\_\_\_, 2021.

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

**(Attach here publisher's affidavit of publication of Notice of Hearing.)**

**(PLEASE NOTE: Do not date and return this certificate until you have received the publisher's affidavit and have verified that the Notice of Hearing was published on the date indicated in the affidavit, but please return all other completed pages to us as soon as they are available.)**

**NOTICE TO BIDDERS POSTING CERTIFICATE – CONTRACTOR PLAN ROOM/LEAD GENERATING SERVICE:**

STATE OF IOWA  
COUNTY OF STORY  
CITY OF HUXLEY

SS:

I, the undersigned, City Clerk of the City of Huxley, Iowa, do hereby certify that pursuant to the resolution of its City Council setting the date of the bid letting for the Water Treatment Plant Improvements Project, the Notice to Bidders, of which the printed slip attached to the affidavit hereto attached is a true and complete copy, was posted on the date and in the relevant contractor plan room service/construction lead generating service specified in such affidavit, which contractor plan room service/construction lead generating service has a statewide circulation.

WITNESS MY HAND this \_\_\_\_ day of \_\_\_\_\_, 2021.

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

**(Attach here the affidavit of posting of the Notice to Bidders from the contractor plan room service/construction lead generating service.)**

**(PLEASE NOTE: Do not date and return this certificate until you have received the affidavit of posting from the contractor plan room service/construction lead generating service and have verified that the Notice to Bidders was posted on the date indicated in the affidavit, but please return all other completed pages to us as soon as they are available.)**

**NOTICE TO BIDDERS POSTING CERTIFICATE – SPONSORED INTERNET SITE:**

STATE OF IOWA  
COUNTY OF STORY  
CITY OF HUXLEY

SS:

I, the undersigned, City Clerk of the City of Huxley, Iowa, do hereby certify that pursuant to the resolution of its City Council setting the date of the bid letting for the Water Treatment Plant Improvements Project, the Notice to Bidders provided for therein was posted on the City's website on \_\_\_\_\_, 2021 or on the website of the Iowa League of Cities on \_\_\_\_\_, 2021.

WITNESS MY HAND this \_\_\_\_ day of \_\_\_\_\_, 2021.

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

**(Attach here a screenshot of the Notice to Bidders, as posted, from the City's website showing the date of posting or the affidavit of posting of the Notice to Bidders from the Iowa League of Cities.)**

**(PLEASE NOTE: Do not date and return this certificate until you have received the affidavit of posting from the Iowa League of Cities and have verified that the Notice to Bidders was posted on the date indicated in the affidavit, but please return all other completed pages to us as soon as they are available.)**

August 5, 2021

**VIA EMAIL**

Rita Conner  
City Administrator/City Hall  
Huxley, IA

Re: Water Treatment Plant Improvements Project  
Our File No. 419996-62

Dear Rita:

We have prepared and attach the necessary proceedings to enable the City Council to act at the August 10, 2021, meeting to set a date, time and place for the hearing and letting for the Water Treatment Plant Improvements Project.

The materials attached include the following items:

1. Resolution setting the date for the hearing and letting; approving the form of notice of hearing (the "Notice of Hearing") on proposed plans, specifications, proposed form of contract and estimated cost (the "Contract Documents") set forth in Section 4 of the Resolution; and approving the form of notice to bidders (the "Notice to Bidders") set forth in Section 7 of the Resolution.
2. Attestation Certificate attesting to the validity of the transcript.
3. Publication Certificate covering publication of the Notice of Hearing, to which the publisher's affidavit of publication, together with a clipping of the notice as published, should be attached.

The Notice of Hearing must be published at least once, not less than four (4) and not more than twenty (20) days prior to the date of the said hearing in a legal newspaper of general circulation in the City The last date on which this notice can be effectively published is September 10, 2021. As soon as the notice appears in the newspaper, please email a copy to [lemke.susan@dorsey.com](mailto:lemke.susan@dorsey.com).

4. Posting Certificates covering the posting of the Notice to Bidders in the three places designated by Section 26.3 of the Code of Iowa, to which an affidavit of posting, together with a proof of the Notice to Bidders as posted, should be attached.

The Notice to Bidders must be posted in each of the following three places:

- (i) in a relevant contractor plan room service with a statewide circulation;
- (ii) in a relevant construction lead generating service with a statewide circulation; and
- (iii) on an internet site sponsored by either the City or a statewide association that represents the City (i.e. the Iowa League of Cities).

The Notice to Bidders must be posted not less than thirteen (13) and not more than forty-five (45) days prior to the date designated for receiving bids. The last date on which this notice can be effectively posted is August 27, 2021. The Notice to Bidders should be provided to the Construction Update Network by no later than August 26, 2021.

It is our understanding that, in order to meet the requirement of items (i) and (ii) in the paragraph above, the engineer will arrange for the Notice to Bidders to be posted on the Construction Update Network hosted by the Master Builders of Iowa. Further, it is our understanding that to comply with item (iii) in the paragraph above, the City Clerk or the engineer will arrange for the Notice to Bidders to be posted on either the City's website or the website of the Iowa League of Cities.

Please return one fully executed copy of these proceedings to our office.

If you have any questions, please contact Emily Hammond or me.

Best regards,

John P. Danos

#### Attachments

cc: Jolene Lettow  
Forrest Aldrich  
Vince Driscoll  
Mark Seip



PROCEEDINGS TO SET DATE FOR  
HEARING AND LETTING

419996-62 (NHL)

Huxley, Iowa

August 10, 2021

The City Council of the City of Huxley, Iowa, met at the \_\_\_\_\_,  
Huxley, Iowa, on August 10, 2021, at \_\_\_\_\_ o'clock \_\_\_\_\_.m.

The Mayor presided and the roll being called, the following named Council Members were  
present and absent:

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

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

The City Council took up and considered the proposed Water System Improvements –  
Shallow Well No. 7 Project. Council Member \_\_\_\_\_ introduced the resolution next  
hereinafter set out and moved its adoption, seconded by Council Member \_\_\_\_\_.  
After due consideration thereof by the Council, the Mayor put the question upon the adoption of the  
said resolution and the roll being called, the following named Council Members voted:

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

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

Whereupon, the Mayor declared the said motion duly carried and the said resolution adopted,  
as follows:

RESOLUTION NO. 21-074

Resolution to provide for a notice of hearing on proposed plans, specifications, form of contract and estimate of cost for the Water System Improvements – Shallow Well No. 7 Project, and the taking of bids therefor

WHEREAS, it has been proposed that the City Council of the City of Huxley, Iowa (the “City”), undertake the authorization of a public improvement to be constructed as described in the proposed plans and specifications and form of contract prepared by Veenstra & Kimm, Inc. (the “Project Engineers”), which may be hereafter referred to as the “Water System Improvements – Shallow Well No. 7 Project” (and is sometimes hereinafter referred to as the “Project”), which proposed plans, specifications, notice of hearing and letting, and form of contract and estimate of cost (the “Contract Documents”) are on file with the City Clerk; and

WHEREAS, it is necessary to fix a time and place of a public hearing on the Contract Documents and to advertise for sealed bids for the Project;

NOW, THEREFORE, Be It Resolved by the City Council (the “Council”) of the City of Huxley, Iowa, as follows:

Section 1. The Contract Documents referred to in the preamble hereof are hereby approved in their preliminary form.

Section 2. The Project is hereby determined to be necessary and desirable for the City, and, furthermore, it is hereby found to be in the best interests of the City to proceed toward the construction of the Project.

Section 3. September 14, 2021, at 6:00 p.m., in the Council Chambers, Huxley, Iowa, is hereby fixed as the time and place of hearing on the Contract Documents.

Section 4. The City Clerk is hereby authorized and directed to publish notice (the “Notice of Hearing”) of the hearing on the Contract Documents for the Project in a newspaper of general circulation in the City, which publication shall be made at least once, not less than four (4) and not more than twenty (20) days prior to the date of the said hearing. The Notice of Hearing shall be in substantially the following form:

(Form of Notice of Hearing)

**NOTICE OF PUBLIC HEARING**

NOTICE OF PUBLIC HEARING ON PLANS AND SPECIFICATIONS, PROPOSED FORM OF CONTRACT AND ESTIMATE OF COST FOR CONSTRUCTION OF THE WATER SYSTEM IMPROVEMENTS, SHALLOW WELL NO. 7 FOR THE CITY OF HUXLEY, IOWA.

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At 6:00 P.M. on the 14<sup>TH</sup> day of September, 2021, the City Council of said City will, in said Council Chambers, hold a hearing and said Council proposes to adopt plans, specifications, form of contract and estimate of cost and, at the time, date and place specified above, or at such time, date and place as then may be fixed, to act upon proposals and enter into a contract for the construction of the following improvements:

**WATER SYSTEM IMPROVEMENTS - SHALLOW WELL NO. 7**

Furnish all labor, materials and equipment necessary to construct a gravel packed well approximately 83 linear feet deep including mobilization, 48-inch drill hole, 16-inch casing pipe and screen, gravel pack, bentonite seal; cement grouting; well development and test pumping; submersible pump, pitless adaptor; discharge column, electrical work; piping and appurtenances; connection to existing raw water main, backfill, valves, meter pit, appurtenances, surface restoration and miscellaneous associated work, including cleanup.

The City of Huxley's well field is located on the west side of 580<sup>th</sup> Avenue, approximately one and a half miles north of the City of Cambridge.

At said hearing, the City Council will consider the plans, specifications, proposed form of contract, and estimated total cost for the project, the same now being on file in the office of the City Clerk, reference to which is made for a more detailed and complete description of the proposed improvements, and at said time and place the said Council will also receive and consider any objections to said plans, specifications, estimate of cost and form of contract made by any interested party.

This notice is given by order of the Council of the City of Huxley, Iowa.

CITY OF HUXLEY, IOWA

Kevin Deaton, Mayor

ATTEST:

Rita Conner, City Administrator

Section 5. The City Council hereby delegates to the City Clerk the duty of receiving bids for the construction of the Project before 2:00 p.m. on September 9, 2021, at the City Hall, Huxley, Iowa. At such time and place, the City Council hereby delegates to the City Clerk and/or the Project Engineers the duty of opening and announcing the results of the bids received. September 14, 2021, at 6:00 p.m., in the Council Chambers, in the City, is hereby fixed as the time and place that the Council will consider the bids received by the City Clerk in connection therewith.

Section 6. The amount of the bid security to accompany each bid is hereby fixed at 5% of the total amount of the bid.

Section 7. The City Clerk and/or the Project Engineers are hereby directed to give notice of the bid letting for the Project by posting notice (the "Notice to Bidders") at least once, not less than thirteen (13) and not more than forty-five (45) days prior to the date set for receipt of bids, in each of the following three places: (i) in a relevant contractor plan room service with statewide circulation; (ii) in a relevant construction lead generating service with statewide circulation; and (iii) on an internet site sponsored by either the City or a statewide association that represents the City. The Notice to Bidders shall be in substantially the following form:

(Form of Notice to Bidders)

**NOTICE TO BIDDERS**

**NOTICE OF TAKING BIDS FOR THE CONSTRUCTION OF WATER TREATMENT SYSTEM IMPROVEMENTS, SHALLOW WELL NO. 7 FOR THE CITY OF HUXLEY, IOWA**

---

Sealed proposals will be received by the City Clerk of the City of Huxley, Iowa, at City Hall, 515 N. Main Avenue, Huxley, Iowa 50235, before 2:00 P.M. on the 9th day of September, 2021, for the construction of the Water System Improvements as described in the plans and specifications therefore, now on file in the office of the City Clerk. Proposals will be opened and the amount of the bids announced by the City Clerk at the time, date and place specified above.

At 6:00 P.M. on the 14th day of September, 2021, the City Council of said City will, in said Council Chambers, or at such time, date and place as then may be fixed, to act upon proposals and enter into a contract for the construction of said improvements.

The location of the work to be done and the kinds and sizes of materials proposed to be used are as follows:

**WATER SYSTEM IMPROVEMENTS - SHALLOW WELL NO. 7**

Furnish all labor, materials and equipment necessary to construct a gravel packed well approximately 83 linear feet deep including mobilization, 48-inch drill hole, 16-inch casing pipe and screen, gravel pack, bentonite seal; cement grouting; well development and test pumping; submersible pump, pitless adaptor; discharge column, electrical work; piping and appurtenances; connection to existing raw water main, backfill, valves, meter pit, appurtenances, surface restoration and miscellaneous associated work, including cleanup.

The City of Huxley's well field is located on the west side of 580<sup>th</sup> Avenue, approximately one and a half miles north of the City of Cambridge.

All work and materials are to be in accordance with the proposed plans, specifications, form of contract and estimate of cost now on file in the office of the City Clerk of Huxley, Iowa, and by this reference made a part thereof as though fully set out and incorporated herein.

All proposals and bids in connection therewith shall be submitted to the City Clerk of said City on or before the time herein set for receiving bids. All proposals shall be made on official bidding blanks furnished by the City, and any alterations in the official form of proposal will entitle the Council, at its option, to reject the proposal involved from consideration. Each proposal shall be sealed and plainly identified.

Each proposal shall be made out on a blank form furnished by the municipality and must be accompanied by bid security in a sealed envelope by either (1) a certified or cashier's check drawn on a solvent Iowa chartered bank or a bank chartered under the laws of the United States, or a

certified share draft drawn on a credit union in Iowa or chartered under the laws of the United States, in an amount equal to 5% of the bid, or (2) a bid bond executed by a corporation authorized to contract as a surety in the State of Iowa, in the penal sum of 5% of the bid.

The bid security should be made payable to THE CITY OF HUXLEY, IOWA. The bid security must not contain any conditions either in the body or as an endorsement thereon. The bid security shall be forfeited to the City as liquidated damages in the event the successful bidder fails or refuses to enter into a contract within 10 days after the award of contract and post bond satisfactory to the City insuring the faithful fulfillment of the contract and the maintenance of said work, if required, pursuant to the provisions of this notice and other contract documents. Bidders shall use the bid bond form included in the specifications.

By virtue of statutory authority, a preference will be given to products and provisions grown and coal produced within the state of Iowa.

In accordance with Iowa statutes, a resident bidder shall be allowed a preference as against a nonresident bidder from a state or foreign country if that state or foreign country gives or requires any preference to bidders from that state or foreign country, including but not limited to any preference to bidders, the imposition of any type of labor force preference, or any other form of preferential treatment to bidders or laborers from that state or foreign country. The preference allowed shall be equal to the preference given or required by the state or foreign country in which the nonresident bidder is a resident. In the instance of a resident labor force preference, a nonresident bidder shall apply the same resident labor force preference to a public improvement in this state as would be required in the construction of a public improvement by the state or foreign country in which the nonresident bidder is a resident.

Failure to submit a fully completed Bidder Status Form with the bid may result in the bid being deemed nonresponsive and rejected.

The City reserves the right to reject any and all bids, to waive informalities and technicalities and to enter into such contract as it shall deem for the best interest of the City.

The City reserves the right to defer acceptance of any proposal for a period not to exceed sixty (60) calendar days from the date of hearing.

A Pre-Bid meeting at City Hall will be held on August 17, 2021, at 10:00 A.M. and will include a tour of the Water Treatment Plant.

The successful bidder will be required to furnish bonds in an amount equal to one hundred percent (100%) of the contract price, said bonds to be issued by responsible surety approved by the City Council and listed in the U.S. Treasury Department's most current list (Circular 570, as amended) and authorized to transact business in the State of Iowa and shall guarantee (1) the faithful performance of the contract and the terms and conditions therein contained, (2) the prompt payment to all persons, firms, subcontractors and corporations furnishing materials for or performing labor in the prosecution of the work, and (3) the maintenance of improvements in good repair for not less than two (2) years from the time of acceptance of the improvements by the City.

The work under the contract shall commence within ten (10) days after date set forth in written Notice to Proceed (NTP). The Water System improvements shall be substantially complete and in operation producing raw water within six hundred thirty (630) calendar days from the Notice to Proceed date subject to any extensions of time which may be granted by the City. All work on the project, including surface restoration, shall be completed within eight hundred (800) calendar days from the Notice to Proceed date subject to any extensions of time which may be granted by the City.

Damages in the amount of Five Hundred Dollars (\$500.00) per consecutive calendar day will be assessed for each day that the Water system improvements is not substantially completed and in operation producing raw water after six hundred thirty (630) days from the Notice to Proceed at the sole discretion of the City with due allowance for extensions of the contract period due to conditions beyond the control of the Contractor. Damages in the amount of Three Hundred Dollars (\$300.00) per consecutive calendar day will be assessed for each day that work shall remain uncompleted after the end of the contract period at the sole discretion of the City with due allowance for extensions of the contract period due to conditions beyond the control of the Contractor. At the option of the City, damages may be deducted from any retainage prior to release, the final payment to contractor, or through the commencement of a cause of action by the City, in the City's sole discretion. The selection by the City of any particular course of action hereunder is not exclusive and shall not preclude the pursuit of additional remedies by the City. In the event the City institutes legal proceedings, the Contractor shall be responsible for any and all attorney's fees and expenses.

**Sales Tax Exemption.** Contractors and subcontractors shall not include sales tax for material purchases. At the time of the contract acceptance by the City Council, the prime contractor and all subcontractors will be issued a certificate of exemption.

Payment to the Contractor for said construction will be made from one or any combination of the following resources: (1) cash on hand as may be legally used for such purposes, (2) cash derived from the proceeds of the sale and issuance of General Obligation Bonds and Revenue Bonds of the City, or any combination thereof.

Payment to the Contractor will be on the basis of monthly estimates equivalent to ninety-five percent (95%) of the contract value of the work completed and payments made to material suppliers for materials ordered specifically for the project or delivered to the site during the preceding calendar month. Estimates will be prepared each month by the Contractor, subject to the approval

of the Architect/Engineer, who will certify to the City for payment each approved estimate at least five days prior to City Council meeting. Such monthly payments shall in no way be construed as an act of acceptance for any part of the work partially or totally completed. Upon completion of the work and its acceptance by the City Council, the Contractor will be paid an amount which, together with previous payments, will equal ninety-five percent (95%) of the contract price of the contract. The balance due the Contractor will be paid, subject to the conditions and in accordance with the provisions of Chapters 26 and 573 of the Code of Iowa, as amended. No such partial or final payments will be due until the Contractor has certified to the City that the materials, labor and services involved in each estimate have been paid for in accordance with the requirements stated in the specifications.

The Owner shall retain five (5) percent of the amount of each payment as provided in the Code of Iowa.

Plans and specifications governing the construction of the proposed improvements have been prepared by VEENSTRA & KIMM, INC. of West Des Moines, Iowa, which plans and specifications and the proceedings of the City Council referring to and defining said improvements are hereby made a part of this notice and the proposed contract by reference, and the proposed contract shall be executed to comply therewith.

Copies of said plans and specifications and form of contract are now on file in the office of the City Clerk. Copies may be obtained from VEENSTRA & KIMM, INC., 3000 Westown Parkway, West Des Moines, Iowa 50266 at no charge.

Published upon order of the Council of the City of Huxley, Iowa.

CITY OF HUXLEY, IOWA

Kevin Deaton, Mayor

ATTEST:

Rita Conner, City Administrator



Section 8. All provisions set out in the attached forms of notice are hereby recognized and prescribed by the City Council and all resolutions or orders or parts thereof, to the extent the same may be in conflict herewith, are hereby repealed.

Passed and approved August 10, 2021.

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Mayor

Attest:

---

City Clerk

• • • •

On motion and vote, the meeting adjourned.

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Mayor

Attest:

---

City Clerk

**ATTESTATION CERTIFICATE:**

STATE OF IOWA  
COUNTY OF STORY  
CITY OF HUXLEY

SS:

I, the undersigned, City Clerk of the City of Huxley, Iowa, do hereby certify that the transcript hereto attached is a true, correct and complete copy of all the records of the City relating to fixing a time and place of hearing on the proposed plans, specifications and form of contract, and estimated cost for the construction of the Water System Improvements – Shallow Well No. 7 Project and directing publication of a Notice of Hearing announcing the time and place fixed therefor; and fixing a time and place for the taking of bids for the construction of the Project and directing posting of a Notice to Bidders announcing the time and place fixed therefor.

WITNESS MY HAND this \_\_\_\_ day of \_\_\_\_\_, 2021.

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

**NOTICE OF HEARING PUBLICATION CERTIFICATE:**

STATE OF IOWA  
COUNTY OF STORY  
CITY OF HUXLEY

SS:

I, the undersigned, City Clerk of the City of Huxley, Iowa, do hereby certify that pursuant to the resolution of its City Council fixing a date of hearing on the proposed plans and specifications, form of contract and estimated cost for the Water System Improvements – Shallow Well No. 7 Project, the Notice of Hearing, of which the printed slip attached to the publisher's affidavit hereto attached is a true and complete copy, was published on the date and in the newspaper specified in such affidavit, which newspaper has a general circulation in the City.

WITNESS MY HAND this \_\_\_\_ day of \_\_\_\_\_, 2021.

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

**(Attach here publisher's affidavit of publication of Notice of Hearing.)**

**(PLEASE NOTE: Do not date and return this certificate until you have received the publisher's affidavit and have verified that the Notice of Hearing was published on the date indicated in the affidavit, but please return all other completed pages to us as soon as they are available.)**

**NOTICE TO BIDDERS POSTING CERTIFICATE – CONTRACTOR PLAN ROOM/LEAD GENERATING SERVICE:**

STATE OF IOWA  
COUNTY OF STORY  
CITY OF HUXLEY

SS:

I, the undersigned, City Clerk of the City of Huxley, Iowa, do hereby certify that pursuant to the resolution of its City Council setting the date of the bid letting for the Water System Improvements – Shallow Well No. 7 Project, the Notice to Bidders, of which the printed slip attached to the affidavit hereto attached is a true and complete copy, was posted on the date and in the relevant contractor plan room service/construction lead generating service specified in such affidavit, which contractor plan room service/construction lead generating service has a statewide circulation.

WITNESS MY HAND this \_\_\_\_ day of \_\_\_\_\_, 2021.

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

**(Attach here the affidavit of posting of the Notice to Bidders from the contractor plan room service/construction lead generating service.)**

**(PLEASE NOTE: Do not date and return this certificate until you have received the affidavit of posting from the contractor plan room service/construction lead generating service and have verified that the Notice to Bidders was posted on the date indicated in the affidavit, but please return all other completed pages to us as soon as they are available.)**

**NOTICE TO BIDDERS POSTING CERTIFICATE – SPONSORED INTERNET SITE:**

STATE OF IOWA  
COUNTY OF STORY  
CITY OF HUXLEY

SS:

I, the undersigned, City Clerk of the City of Huxley, Iowa, do hereby certify that pursuant to the resolution of its City Council setting the date of the bid letting for the Water System Improvements – Shallow Well No. 7 Project, the Notice to Bidders provided for therein was posted on the City's website on \_\_\_\_\_, 2021 or on the website of the Iowa League of Cities on \_\_\_\_\_, 2021.

WITNESS MY HAND this \_\_\_\_ day of \_\_\_\_\_, 2021.

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

**(Attach here a screenshot of the Notice to Bidders, as posted, from the City's website showing the date of posting or the affidavit of posting of the Notice to Bidders from the Iowa League of Cities.)**

**(PLEASE NOTE: Do not date and return this certificate until you have received the affidavit of posting from the Iowa League of Cities and have verified that the Notice to Bidders was posted on the date indicated in the affidavit, but please return all other completed pages to us as soon as they are available.)**

August 5, 2021

**VIA EMAIL**

Rita Conner  
City Administrator/City Hall  
Huxley, IA

Re: Water System Improvements – Shallow Well No. 7 Project  
Our File No. 419996-62

Dear Rita:

We have prepared and attach the necessary proceedings to enable the City Council to act at the August 10, 2021, meeting to set a date, time and place for the hearing and letting for the Water System Improvements – Shallow Well No. 7 Project.

The materials attached include the following items:

1. Resolution setting the date for the hearing and letting; approving the form of notice of hearing (the “Notice of Hearing”) on proposed plans, specifications, proposed form of contract and estimated cost (the “Contract Documents”) set forth in Section 4 of the Resolution; and approving the form of notice to bidders (the “Notice to Bidders”) set forth in Section 7 of the Resolution.
2. Attestation Certificate attesting to the validity of the transcript.
3. Publication Certificate covering publication of the Notice of Hearing, to which the publisher’s affidavit of publication, together with a clipping of the notice as published, should be attached.

The Notice of Hearing must be published at least once, not less than four (4) and not more than twenty (20) days prior to the date of the said hearing in a legal newspaper of general circulation in the City The last date on which this notice can be effectively published is September 10, 2021. As soon as the notice appears in the newspaper, please email a copy to [lemke.susan@dorsey.com](mailto:lemke.susan@dorsey.com).

4. Posting Certificates covering the posting of the Notice to Bidders in the three places designated by Section 26.3 of the Code of Iowa, to which an affidavit of posting, together with a proof of the Notice to Bidders as posted, should be attached.

The Notice to Bidders must be posted in each of the following three places:

- (i) in a relevant contractor plan room service with a statewide circulation;
- (ii) in a relevant construction lead generating service with a statewide circulation; and
- (iii) on an internet site sponsored by either the City or a statewide association that represents the City (i.e. the Iowa League of Cities).

The Notice to Bidders must be posted not less than thirteen (13) and not more than forty-five (45) days prior to the date designated for receiving bids. The last date on which this notice can be effectively posted is August 27, 2021. The Notice to Bidders should be provided to the Construction Update Network by no later than August 26, 2021.

It is our understanding that, in order to meet the requirement of items (i) and (ii) in the paragraph above, the engineer will arrange for the Notice to Bidders to be posted on the Construction Update Network hosted by the Master Builders of Iowa. Further, it is our understanding that to comply with item (iii) in the paragraph above, the City Clerk or the engineer will arrange for the Notice to Bidders to be posted on either the City's website or the website of the Iowa League of Cities.

Please return one fully executed copy of these proceedings to our office.

If you have any questions, please contact Emily Hammond or me.

Best regards,

John P. Danos

#### Attachments

cc: Jolene Lettow  
Forrest Aldrich  
Vince Driscoll  
Mark Seip



July 22, 2021

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

HUXLEY, IOWA  
WATER TREATMENT PLANT EXPANSION  
PROJECT SCHEDULE

The following is the proposed schedule for the Water Treatment Plant Expansion project:

Council Action to Order Construction of Project and to set date of Public Hearing and Letting	August 10, 2021
Post Notice to Bidders	August 11, 2021
Water Treatment Plant Pre-bid Meeting	August 17, 2021
Publish Notice of Public Hearing	August 26, 2021
Receive and Open Bids	September 9, 2021
Public Hearing and Award of Contract	September 14, 2021
Water Treatment Plant Operational	July 1, 2023
All Work Completed	December 30, 2023



Rita Conner  
July 22, 2021  
Page 2

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

VEENSTRA & KIMM, INC.



Forrest S. Aldrich

FSA:rsb  
45268

cc: Jeff Peterson, City of Huxley (e-mail)  
Amy Beattie, Brick Gentry (e-mail)  
Jolene Lettow, City of Huxley (e-mail)  
Chip Schultz, Northland Public Finance (e-mail)  
John Danos, Dorey & Whitney (e-mail)  
Amy Bjork, Dorey & Whitney (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)

July 22, 2021

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

HUXLEY, IOWA  
WATER SYSTEM IMPROVEMENTS  
SHALLOW WELL NO. 7  
PROJECT SCHEDULE

The following is the proposed schedule for the Shallow Well No. 7 project:

Council Action to Order Construction of Project and to set date of Public Hearing and Letting	August 10, 2021
Post Notice to Bidders	August 11, 2021
Publish Notice of Public Hearing	August 26, 2021
Receive and Open Bids	September 9, 2021
Public Hearing and Award of Contract	September 14, 2021
All Work Completed	September 30, 2022

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

VEENSTRA & KIMM, INC.

Forrest S. Aldrich

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

Rita Conner  
July 22, 2021  
Page 2

FSA:rsb  
45268

cc: Jeff Peterson, City of Huxley (e-mail)  
Amy Beattie, Brick Gentry (e-mail)  
Jolene Lettow, City of Huxley (e-mail)  
Chip Schultz, Northland Public Finance (e-mail)  
John Danos, Dorey & Whitney (e-mail)  
Amy Bjork, Dorey & Whitney (e-mail)

ORDINANCE NO. 519

AN ORDINANCE AMENDING THE CODE OF ORDINANCES  
OF THE CITY OF HUXLEY, IOWA,  
BY AMENDING PROVISIONS OF THE ORDINANCE  
REGARDING CHAPTER 56, DOG AND CAT LICENSES REQUIRED

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

SECTION 1. Chapter 56, Dog and Cat Licenses required, is hereby amended by striking the chapter from the Code of Ordinances in its entirety.

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

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

**PASSED** and approved this 10<sup>th</sup> day of August, 2021.

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Kevin Deaton, Mayor

**ATTEST:**

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Jolene Lettow, City Clerk

**First Reading August 10, 2021**

Roll Call	Aye	Nay	Absent
Rick Peterson	—	—	—
Nate Easter	—	—	—
Greg Mulder	—	—	—
Dave Kuhn	—	—	—
Tracey Roberts	—	—	—

**Second Reading**

Roll Call	Aye	Nay	Absent
Rick Peterson	—	—	—
Nate Easter	—	—	—
Greg Mulder	—	—	—
Dave Kuhn	—	—	—
Tracey Roberts	—	—	—

**Third Reading**

Roll Call	Aye	Nay	Absent
Rick Peterson	—	—	—
Nate Easter	—	—	—
Greg Mulder	—	—	—
Dave Kuhn	—	—	—
Tracey Roberts	—	—	—

# City of Huxley, Iowa



## Water Treatment Plant Expansion, Well & Ground Storage Projects

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## Review of Potential Approaches to Project Cost Update (Steel Price Escalation)

**Council Meeting Date: August 10, 2021**



Chip Schultz  
cschultz@northlandsecurities.com  
Direct: (515) 657-4688

[www.northlandsecurities.com](http://www.northlandsecurities.com)  
Member FINRA and SIPC / Registered with SEC and MSRB

# Water Treatment Plant Expansion

## Council-Selected Funding Approach

### Previously-Planned *Funding Approach Approved by City Council*

- 1) Overall Assumed Project Cost: \$8,140,000 for Construction, Contingencies and Engineering
- 2) \$1,250,000 of Funding Provided by General Obligation Bonds, with Debt Service paid by TIF Monies
- 3) Balance of Estimated Cost [\$6,890,000] Funded by Bond Market Water Revenue Bonds, Debt Service Paid by Water Fund

# Water Treatment Plant Expansion -- Updated Funding Matrix, Primarily Due to Steel Price Increase

	Prior Estimate	Current Estimate	Difference
<b>Total Estimated Project Cost</b>	\$8,140,000	\$10,300,000	\$2,160,000
<b>Previously-Planned Funding from General Obligation</b>	(1,250,000)	(1,250,000)	-
<b>Additional Funding from General Obligation</b>	-	(2,160,000)	2,160,000
<b>Total Funding from General Obligation</b>	(1,250,000)	(3,410,000)	2,160,000
<b>Net Funding from Water Revenue Bonds</b>	\$6,890,000	\$6,890,000	-
			<i>No Change in</i>
			<i>Water Rev. Amount</i>
<i>Cost Estimate from V&amp;K on 8/3/2021</i>			

## Price of steel continues to soar

Hot-Rolled Coil Steel Futures Continuous Contract

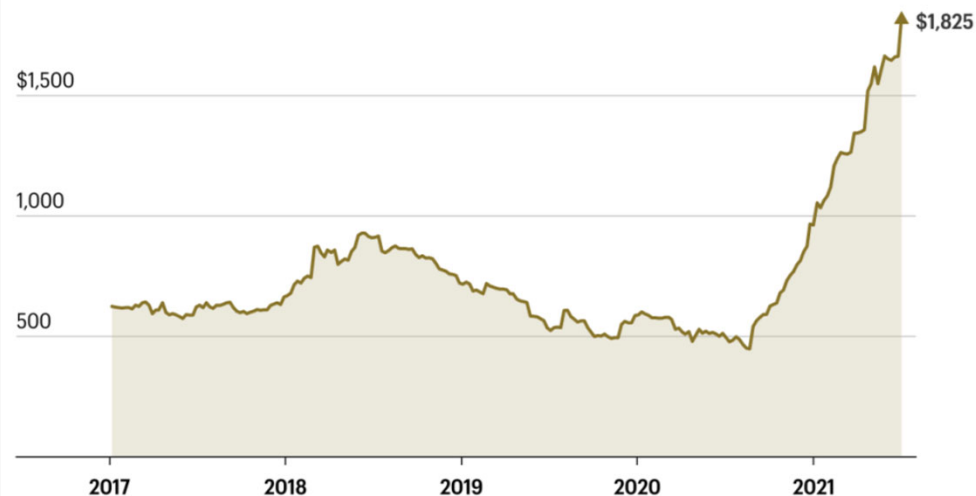


CHART: LANCE LAMBERT • SOURCE: MARKETWATCH

FORTUNE



# Proposed 2021 / 2022 Financings

## **Series 2021A Water Revenue Bonds – Proposed Purposes:**

- i. Primary funding source for Water Treatment Plant Project in the amount of \$6,890,000;
- ii. Current refund Series 2013 Water Revenue Bonds.
  - a. Releases \$98,500 Debt Service Reserve Fund to be available toward Reserve Fund on Series 2021A Water Bonds  
Result: lower 2021 borrowing amount)

## **Series 2021B/2022 General Obligation Bonds – Proposed Purposes:**

- i. Funding a portion of Water Treatment Plant in the amount of \$3,410,000 [\$1,250,000 + \$2,160,000];
- ii. Current refund Series 2016 General Obligation Bonds.

# User Rate Comparison if \$2,160,000 Additional Cost Were Funded by Water User Rates [hypothetical for information only]

*Impact on User Rates (\$) if Additional \$2,160,000 Provided by Water Revenue Bonds*

## Part A. Already-Adopted Water Utility User Rates (June 2021)

Fiscal Year:	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Period Ending:	6/30/2020	6/30/2021	6/30/2022	6/30/2023	6/30/2024	6/30/2025	6/30/2026	6/30/2027
	Audited	Estimated	Projected	Projected	Projected	Projected	Projected	Projected
<b>WATER RATES</b>								
Monthly Minimum Bill [includes 0 Gallons]	\$17.15	\$17.15	\$18.15	\$19.15	\$19.15	\$19.15	\$19.15	\$19.15
Rate per 1,000 Gallons [Regular]	\$4.72	\$5.00	\$5.93	\$6.77	\$7.54	\$7.77	\$8.00	\$8.24
2nd Meter Base Charge	\$6.00	\$6.00	\$7.00	\$8.00	\$9.00	\$10.00	\$10.50	\$10.50
2nd Meter Rater per 1,000 Gallons	\$5.34	\$6.41	\$7.69	\$9.25	\$10.75	\$12.00	\$13.00	\$14.00

## Part B. Water User Rates if \$2.160 M Increase Funded by Water Revenue Bonds

Fiscal Year:	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Period Ending:	6/30/2020	6/30/2021	6/30/2022	6/30/2023	6/30/2024	6/30/2025	6/30/2026	6/30/2027
	Audited	Estimated	Projected	Projected	Projected	Projected	Projected	Projected
Monthly Minimum Bill [includes 0 Gallons]	\$17.15	\$17.15	\$18.15	\$19.15	\$19.15	\$19.15	\$19.15	\$19.15
Rate per 1,000 Gallons [Regular]	\$4.72	\$5.00	\$7.00	\$8.40	\$9.36	\$9.64	\$9.93	\$10.22
2nd Meter Base Charge	\$6.00	\$6.00	\$7.00	\$8.00	\$9.00	\$10.00	\$10.50	\$10.50
2nd Meter Rater per 1,000 Gallons	\$5.34	\$6.41	\$7.69	\$9.25	\$10.75	\$12.00	\$13.00	\$14.00

# User Rate Comparison if \$2,160,000 Additional Cost Were Funded by Water User Rates [hypothetical for information only]

*Impact on User Rates (%) if Additional \$2,160,000 Provided by Water Revenue Bonds*

## Part A. Already-Adopted Water Utility User Rates (June 2021)

ACTUAL & POTENTIAL RATE ADJUSTMENTS								
Effective Date:	7/1/2019	7/1/2020	7/1/2021	7/1/2022	7/1/2023	7/1/2024	7/1/2025	7/1/2026
Change to FLOW Rate [\$]:	\$0.27	\$0.28	\$0.93	\$0.84	\$0.77	\$0.23	\$0.23	\$0.24
Change to FLOW Rate [%]:	6.07%	5.93%	18.50%	14.25%	11.375%	3.00%	3.00%	3.00%
Change to BASE Rate [\$]:	\$0.00	\$0.00	\$1.00	\$1.00	\$0.00	\$0.00	\$0.00	\$0.00
Change to BASE Rate [%]:	0.00%	0.00%	5.83%	5.51%	0.00%	0.00%	0.00%	0.00%

## Part B. Water User Rates if \$2.160 M Increase Funded by Water Revenue Bonds

ACTUAL & POTENTIAL RATE ADJUSTMENTS								
Effective Date:	7/1/2019	7/1/2020	7/1/2021	7/1/2022	7/1/2023	7/1/2024	7/1/2025	7/1/2026
Change to FLOW Rate [\$]:	\$0.27	\$0.28	\$2.00	\$1.40	\$0.96	\$0.28	\$0.29	\$0.30
Change to FLOW Rate [%]:	6.07%	5.93%	40.00%	20.00%	11.375%	3.00%	3.00%	3.00%
Change to BASE Rate [\$]:	\$0.00	\$0.00	\$1.00	\$1.00	\$0.00	\$0.00	\$0.00	\$0.00
Change to BASE Rate [%]:	0.00%	0.00%	5.83%	5.51%	0.00%	0.00%	0.00%	0.00%

# Potential Approaches to Water Plant Funding Targeting a Council-Preferred Solution

## SCENARIO A: Fund Plant Expansion with No Further Water Rate Increases:

### **I. Water Revenue Bonds**

- a) \$6,890,000 Plant Funding from Water Revenue Bonds
- b) Assuming Water Revenue Bonds Close in October 2021

### **II. General Obligation Bonds**

- a) Estimated \$3,410,000 Plant Funding from Gen. Oblig. Bonds
- b) Timing of General Obligation Bonds
  - i. Close in October 2021, if September 2021 Construction Bids are Acceptable, or
  - ii. Close in Early 2022 if Construction Contract Re-Bid in 2022

## **Considerations:**

- I. Positive:* Leverages G.O. Bonds as lowest cost of funding
- II. Negative:* Any additional cost increase funded by G.O. Bonds (debt capacity); amount of Water Revenue Bonds is set in place (2022 re-bid scenario)

# Potential Approaches to Water Plant Funding Targeting a Council-Preferred Solution

## **SCENARIO B: Fund Plant Expansion with Additional Water Rate Increases:**

### **I. Water Revenue Bonds**

- a) Planned \$6,890,000 + \$2,160,000 = \$9,050,000 Total Plant Funding from Water Revenue Bonds
- b) Assuming Water Revenue Bonds Close in October 2021

### **II. General Obligation Bonds**

- a) Maintain \$1,250,000 Plant Funding Amount from Gen. Oblig. Bonds
- b) Assuming General Obligation Bonds Close in October 2021

## **Considerations:**

- I. Positive:* Less impact on debt capacity, takes advantage of current favorable interest rate environment
- II. Negative:* Further water user rate increases needed as noted on pages 5 & 6

# Potential Approaches to Water Plant Funding Targeting a Council-Preferred Solution

## SCENARIO C: Delay Construction Bids Until Early 2022

### **I. Water Revenue Bonds**

- a) Maintain “Planned” \$6,890,000 Plant Funding from Water Revenue Bonds
- b) Assuming Water Revenue Bonds Close in Early 2022

### **II. General Obligation Bonds**

- a) Estimated \$3,410,000 Plant Funding from Gen. Oblig. Bonds
- b) Assuming General Obligation Bonds Close in Early 2022

### **Considerations:**

- I. Positive:* Potentially a more favorable construction bid environment?
- II. Negative:* Significant risk of interest rate increases

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U		
															----- [Preliminary] -----							
Assumed Growth: 5.00%				Original Amount	\$500,000	[1] \$3,720,000	[2] \$4,590,000	\$70,000	\$3,315,000	\$360,000	[2] \$6,855,000	\$3,695,000	\$2,250,000	[to update]	Assumed Amount for Water Plant \$3,410,000							
Legal Debt Capacity Review		100% VALUATION and LEGAL DEBT LIMIT		DEBT OBLIGATIONS SUBJECT TO LEGAL DEBT LIMIT													Obligated and Available Legal Debt Limit					
				General Obligation and TIF Debt																		
				Ann. App.													PROPOSED DEBT		Amount of Legal Limit Obligated	Percent of Legal Limit Obligated	Available Legal Debt Limit	Percent of Legal Limit Available
Fiscal Year	Valuation Year	100% or Actual Valuation	Legal Debt Limit (5% of Val.)	2003 GO Water Impvts.	2012A GO Ref. 2009 Sewer	2013A Refund 2006C	2015 Note Vehicle Acquisition	2016A GO Ref '10C & '10D	2016 Note Emer. Veh. Acquisition	2017A GO Refund '09A & '10D	2019A GO Kum & Go Ref. '12	2020A GO 560th, HOI Tr., E 1st	TIF Rebate Obligations	2021A GO	20__ GO							
		5.00%																				
	FY 2017-18	1/1/2016	253,336,171	12,666,809	189,000	2,860,000	545,000	43,500	3,315,000	290,000	845,000	-	-	1,217,635	-	-	9,305,135	73.5%	3,361,674	26.5%		
	FY 2018-19	1/1/2017	287,586,104	14,379,305	160,000	2,685,000	550,000	29,500	3,315,000	258,000	875,000	-	-	1,320,870	-	-	9,193,370	63.9%	5,185,935	36.1%		
	FY 2019-20	1/1/2018	303,933,996	15,196,700	130,000		575,000	15,000	3,065,000	225,000	900,000	3,695,000	2,250,000	1,614,452	-	-	12,469,452	82.1%	2,727,248	17.9%		
	FY 2020-21	1/1/2019	345,656,844	17,282,842	99,000		495,000	-	2,810,000	191,000	665,000	3,490,000	2,250,000	1,540,370	-	-	11,540,370	66.8%	5,742,472	33.2%		
1	FY 2021-22	1/1/2020	367,080,894	18,354,045	67,000		-	-	2,545,000	155,000	805,000	3,305,000	1,930,000	1,500,000	3,410,000	-	13,717,000	74.7%	4,637,045	25.3%		
2	FY 2022-23	1/1/2021	385,434,939	19,271,747	34,000		-	-	1,915,000	118,000	820,000	2,980,000	1,655,000	1,500,000	3,410,000	-	12,432,000	64.5%	6,839,747	35.5%		
3	FY 2023-24	1/1/2022	404,706,686	20,235,334			-	-	1,265,000	80,000	835,000	2,640,000	1,485,000	1,500,000	3,160,000	-	10,965,000	54.2%	9,270,334	45.8%		
4	FY 2024-25	1/1/2023	424,942,020	21,247,101			-	-	590,000	41,000	295,000	2,295,000	1,310,000	1,500,000	2,785,000	-	8,816,000	41.5%	12,431,101	58.5%		
5	FY 2025-26	1/1/2024	446,189,121	22,309,456			-	-	295,000	-	-	1,945,000	1,135,000	1,500,000	2,385,000	-	7,260,000	32.5%	15,049,456	67.5%		
6	FY 2026-27	1/1/2025	468,498,577	23,424,929			-	-	-	-	-	1,585,000	955,000	1,500,000	1,960,000	-	6,000,000	25.6%	17,424,929	74.4%		
7	FY 2027-28	1/1/2026	491,923,506	24,596,175			-	-	-	-	-	1,220,000	770,000	1,500,000	1,510,000	-	5,000,000	20.3%	19,596,175	79.7%		
8	FY 2028-29	1/1/2027	516,519,681	25,825,984			-	-	-	-	-	850,000	580,000	1,500,000	1,035,000	-	3,965,000	15.4%	21,860,984	84.6%		
9	FY 2029-30	1/1/2028	542,345,665	27,117,283			-	-	-	-	-	470,000	390,000	1,500,000	530,000	-	2,890,000	10.7%	24,227,283	89.3%		
10	FY 2030-31	1/1/2029	569,462,948	28,473,147			-	-	-	-	-	240,000	195,000	1,500,000	-	-	1,935,000	6.8%	26,538,147	93.2%		
11	FY 2031-32	1/1/2030	597,936,096	29,896,805			-	-	-	-	-	-	-	1,500,000	-	-	1,500,000	5.0%	28,396,805	95.0%		
12	FY 2032-33	1/1/2031	627,832,901	31,391,645			-	-	-	-	-	-	-	1,500,000	-	-	1,500,000	4.8%	29,891,645	95.2%		
13	FY 2033-34	1/1/2032	659,224,546	32,961,227			-	-	-	-	-	-	-	1,500,000	-	-	1,500,000	4.6%	31,461,227	95.4%		
14	FY 2034-35	1/1/2033	692,185,773	34,609,289			-	-	-	-	-	-	-	1,500,000	-	-	1,500,000	4.3%	33,109,289	95.7%		
15	FY 2035-36	1/1/2034	726,795,062	36,339,753			-	-	-	-	-	-	-	1,500,000	-	-	1,500,000	4.1%	34,839,753	95.9%		
16	FY 2036-37	1/1/2035	763,134,815	38,156,741			-	-	-	-	-	-	-	1,500,000	-	-	1,500,000	3.9%	36,656,741	96.1%		
17	FY 2037-38	1/1/2036	801,291,555	40,064,578			-	-	-	-	-	-	-	1,500,000	-	-	1,500,000	3.7%	38,564,578	96.3%		
18	FY 2038-39	1/1/2037	841,356,133	42,067,807			-	-	-	-	-	-	-	1,500,000	-	-	1,500,000	3.6%	40,567,807	96.4%		
19	FY 2039-40	1/1/2038	883,423,940	44,171,197			-	-	-	-	-	-	-	1,500,000	-	-	1,500,000	3.4%	42,671,197	96.6%		
20	FY 2040-41	1/1/2039	927,595,137	46,379,757			-	-	-	-	-	-	-	-	-	-	-	0.0%	46,379,757	100.0%		

[1] 2020 to 2031 maturities of 2012 Bonds refunded by the 2019A Bonds on 10/29/2019.

[2] Payments on Annual Appropriation Bonds count in the year in which the debt is certified [i.e., June 1, 2022 payment is certified in FY 2020-21]

[TIF Rebate amounts are estimated]

Historic 100% or Actual Valuation Growth				
Fiscal Year	Valuation Year	100% Valuation	\$ Growth (over prior yr.)	% Growth (over prior yr.)
FY 2014-15	1/1/2013	213,458,295		
FY 2015-16	1/1/2014	225,112,026	11,653,731	5.46%
FY 2016-17	1/1/2015	240,639,287	15,527,261	6.90%
FY 2017-18	1/1/2016	253,336,171	12,696,884	5.28%
FY 2018-19	1/1/2017	287,586,104	34,249,933	13.52%
FY 2019-20	1/1/2018	303,933,996	16,347,892	5.68%
FY 2020-21	1/1/2019	345,656,844	41,722,848	13.73%
FY 2021-22	1/1/2020	367,080,894	21,424,050	6.20%
FY 2022-23	1/1/2021			

Average: 8.11%





# Disclosures

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Concluding Page