



CITY COUNCIL MEETING NOTICE

TUESDAY SEPTEMBER 14, 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

- a) Hold hearing on Plans, Specifications, Form of Contract and Estimated Cost for the Water Treatment Plant Improvements Project
- b) Hold Hearing on Plans, Specifications, Form of Contract and Estimated Cost for the Water System Improvements-Shallow Well No. 7 Project

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 August 24, 2021, Regular Meeting and September 7, 2021 Worksession
- b) Approve Payment of Bills
- c) Motion to Approve Alcohol Permit for Fenceline
- d) Approve Resolution No. 21-079 Payment Application No. 3 East 1st Street Project
- e) Approve Resolution No. 21-080 Interfund Transfers
- f) Approve Resolution No. 21-081 Set Hearing on proposed plans, specifications, form of contract and estimate of cost for the Street Repair Projects, and the taking of bids therefor
- g) Approve Resolution No. 21-082 Setting the date for a Public Hearing on a Proposal to enter into a Water Revenue Improvement and Refunding Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$7,425,000

7. BUSINESS ITEMS

a.) Items Related to the Water Treatment Plant Expansion Project and the Water System Improvements-Shallow Well No. 7 Project

- I. Approve Resolution No. 21-083 Finally Approving and Confirming Plans, Specifications, form of Contract and estimate of cost for the Water Treatment Plant Expansion Project
- II. Consideration of Bids for the Water Treatment Plant Improvements Project
- III. Approve Resolution No. 21-084 Awarding Contract for the Water Treatment Plant Improvements Project and fixing the amount of performance and/or payment bonds
- IV. Approve Resolution No. 21-085 Approving and confirming plans, specifications, form of contract and estimate of cost for the Water System Improvements-Shallow Well No. 7 Project
- V. Consideration of Bids for the Water System Improvements-Shallow Well No. 7 Project

- VI. Approve Resolution No. 21-086 Awarding contract for the Water System Improvements-Shallow Well No. 7 Project and fixing the amount of performance and/or payment bonds
- b.) Motion to Approve Draft Agreement for Huxley Fire Rescue Services to Kelley and Direct City Administrator to Continue Agreement Review Process with Huxley Fire Rescue Chief, City of Kelley, Related Agencies
- c.) Approve Resolution No. 21-087 Vehicle Purchase Huxley Police Department FY 22 CIP

8. INFORMATIONAL ITEMS

- a.) Accessory Building Addition Size for 112 Cedar Lane-Jay Johnson
- b.) 32701 560th Avenue Huxley Utility Services and Annexation Update-Tim and Nicole Elliott

7. CITY ADMINISTRATOR AND DIRECTOR REPORTS

8. MAYOR AND COUNCIL REPORTS

9. ADJOURNMENT

UPCOMING WORK SESSION TOPICS/REGULAR AGENDA ITEMS

Final Report August 2020 Derecho

Review Master Planning for Centennial Park and Larson Park, Capital Projects (with Park & Recreation Board)

Nord Kalsem Community Center and Safe Room Fee Structure

Growth and Annexation Evaluation

Space Needs Analysis/Comprehensive Plan

FY 2023 Budget

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.

COUNCIL COMMUNICATION

AGENDA HEADING:

Council Communication September 14th, 2021

SUBMITTED BY:

Rita Conner, City Administrator

SYNOPSIS:

The information below summarizes the agenda items for September 14, 2021.

Public Hearings

- Hearings on the plans, specifications, form of contract and estimated costs for the Water Treatment Plant Expansion Project and the Water System Improvements-Shallow Well No. 7 Project.

Consent Agenda

- Minutes for the August 24, 2021 Regular Meeting and the September 7, 2021 Worksession will be provided prior to the meeting Tuesday September 14th. Setting hearing for the Street Repair Projects. These projects were approved by City Council as part of the FY 21 Capital Improvements Plan (CIP). Due to the Derecho event, cleanup and restoration priorities, the FY 21 street repair program was moved forward to be undertaken in FY 22. Proposed work includes N. 4th Avenue, East 4th Street from Highway 69 to N 2nd Avenue, Cypress Drive, East 5th from Parkridge to Berhow Park and Cedar Lane
- Setting the public hearing for the financing process for water revenue bond and bond refunding for the Water Treatment Plant Expansion Project and the Water System Improvements-Shallow Well No. 7 Project.

Business Items

- Actions related to the Water Treatment Plant Expansion Project and the Water System Improvements-Shallow Well No. 7 Project. Bids have been received and the bid summaries are included with packet materials. Staff and consultants are meeting Monday to evaluate the bids received September 9, 2021, which are higher than anticipated. Bids are good for 60 days, and Council has the ability to act Tuesday night to award, delay or reject all bids. Additional information will be provided to Council Monday and Tuesday at the meeting.
- Following Council review of the draft agreement for service between the City of Huxley and the City of Kelley, the draft has been updated to include a charge per call of \$50 from the City of Kelley to the City of Huxley.

Informational Items

- Jay Johnson of 112 Cedar Lane plans an addition to an existing shed per the attached plans. The current shed structure size of 720 SF is a floating slab. The building code limits the allowable size of a floating slab structure to 1,010 SF. The proposed final structure would exceed that threshold. Safe Building offered some options:

COUNCIL COMMUNICATION

1. Retroactively provide frost-protection to the existing structure and install frost-protected footings on the new addition
2. Reduce the size of the addition so that the total structure is less than or equal to 1,010 SF.
3. Construct a separate (2nd) accessory structure of the proposed addition size.

Jay is requesting a variance for the building size without frost-footings. The City does not have a building code board of appeals, and this is not a Board of Adjustment matter. We are still in communication with Safe Building, but staff is bringing this to Council for consideration in the event that a solution is not identified before the meeting.

- 32701 560th Avenue-Huxley Utility Services and Annexation Update-Tim and Nicole Elliott
 - Staff has met with the Elliotts and continued communication with Story County and we will update status Tuesday. The plat of survey for the proposed home is included in Council materials.

9-14-21 Claims List

	A	B	C
1	VENDOR NAME	DESCRIPTION	GROSS AMOUNT
2	A KING'S THRONE, LLC	PORTO-JOHNS	\$ 305.90
3	ACCUJET LLC	CAMERA TO FIND HOLE IN PIPE	\$ 618.26
4	AFLAC	AFLAC	\$ 216.96
5	ALLIANT ENERGY	GAS AND ELECTRIC	\$ 12,335.51
6	AMBER JUNGST	PRAIRIEFEST RUN REFUND	\$ 30.00
7	ARNOLD MOTOR SUPPLY	BLOWER MOTOR RESISTOR	\$ 190.98
8	AYMI PARADISE-FLORES	BURN BOOT CAMP REFUND	\$ 42.00
9	BIG 8 TYRE CENTER	TUBES & RIMS	\$ 558.40
10	BOUND TREE MEDICAL	AMBULANCE SUPPLIES	\$ 204.89
11	BRICK GENTRY P.C.	LEGAL FEES	\$ 1,162.50
12	CENTRAL STATES ROOFING	REPAIR ROOF AT FIRE STATION	\$ 330.54
13	CLAMAN CONSTRUCTION, INC.	BUILDING PERMIT DEPOSIT REFUND	\$ 1,000.00
14	COMPASS MINERALS AMERICA	COARSE ROCK SALT	\$ 3,787.92
15	COMPUTER RESOURCE SPECIALI	COMPUTER WORK	\$ 1,965.41
16	DELTA DENTAL PLAN OF IOWA	DENTAL INSURANCE	\$ 1,490.22
17	EBS	MEDICAL INSURANCE	\$ 17,590.70
18	EDWARD JONES	IRA	\$ 250.00
19	FIDELITY SECURITY LIFE	VISION INS	\$ 318.49
20	GABRIEL SEHMANN	PRAIRIEFEST RUN REFUND	\$ 30.00
21	GALLS, LLC- DBA CARPENTER	PD UNIFORM PARTS	\$ 229.46
22	GARBAGE GUYS	FD DUMP AND PICKUP	\$ 396.00
23	GPM	CALIBRATE FLOW METERS	\$ 669.50
24	GRIMES ASPHALT & PAVING	COLD PATCH	\$ 544.58
25	HAWKINS, INC.	WATER TREATMENT CHEMICALS	\$ 3,008.90
26	HOKEL MACHINE SUPPLY	BOLTS, LOCKNUTS FOR JOHN DEERE	\$ 24.72
27	HUXLEY COMMUNICATIONS COOP	PHONE, CABLE, INTERNET	\$ 1,567.96
28	I-80 CONCRETE	C4 CONCRETE MIX	\$ 2,015.00
29	INNOVATIONAL WATER SOLUTIO	HYDRONIC TESTING- GEOTHERMAL	\$ 2,150.00
30	INTERNAL REVENUE SERVICE	PAYROLL TAXES	\$ 27,777.65
31	INTERSTATE BATTERIES	BATTERY FOR JD 1445	\$ 107.95
32	IOWA DNR	CONST PERMITS FOR WATER PLANT	\$ 10,800.00
33	IOWA ONE CALL	EMAIL LOCATES	\$ 81.90
34	IOWA STATE UNIVERSITY	RADIO SUBSCRIBER FEES FY22	\$ 11,401.33
35	IPERS	IPERS	\$ 17,848.85
36	JASPERING ELECTRIC INC	INSTALL STREET LIGHTS DAMAGED	\$ 1,500.00
37	KASSI HARDER	PRAIRIEFEST RUN REFUND	\$ 30.00
38	KEMPKER'S TRUE VALUE AND R	SEE ATTACHED	\$ 594.15
39	KEYSTONE LABORATORIES	PILOT STUDY & MONTHLY SAMPLING	\$ 4,974.10
40	LINCOLN FINANCIAL GROUP	LIFE & DISABILITY INSURANCE	\$ 1,315.95
41	LISA GROTE	PRAIRIEFEST RUN REFUNDS	\$ 20.00
42	MARCO, INC.	PD & ADMIN COPIER CONTRACTS	\$ 430.63
43	MARY GREELEY MEDICAL CENTE	BLOOD WITHDRAWAL-PD	\$ 76.50
44	MASS MUTUAL RETIREMENT SER	DEFERRED COMPENSATION	\$ 250.00
45	MELISSA RIESENBERG	PRAIRIEFEST RUN REFUND	\$ 30.00
46	MENARDS - AMES	NK DUGOUT REPAIRS	\$ 481.85

9-14-21 Claims List

	A	B	C
47	METERING & TECHNOLOGY SOLU	METERS AND BACK PLATES	\$ 1,170.00
48	MIKE DEE	PRAIRIEFEST RUN REFUND	\$ 60.00
49	MISCELLANEOUS VENDOR	MISC. UTILITY DEPOSIT REFUNDS	\$ 1,263.15
50	MK SERVICES	ANNUAL BACKFLOW CERTIFICATIONS	\$ 500.00
51	MUNICIPAL SUPPLY	METER COUPS & MARKING FLAGS	\$ 702.80
52	NATHAN PICK	PRAIRIEFEST RUN REFUND	\$ 40.00
53	NEVADA PARKS AND RECREATIO	CIRL WEBSITE FEE & TEAM FEES	\$ 675.00
54	OTIS ELEVATOR COMPANY	9/1-11/30/21 ELEVATOR SERVICE	\$ 232.68
55	OXEN TECHNOLOGY	MICROSOFT 365 AND EXCHANGE	\$ 262.00
56	PPG ARCHITECTURAL FINISHES	LIGHT IVORY PAINT	\$ 84.82
57	REDWOOD BUILDERS, LLC	BUILDING PERMIT DEPOSIT REFUND	\$ 1,000.00
58	SAFE BUILDING COMPLIANCE &	BUILDING INSPECTIONS	\$ 22,794.62
59	STAPLES BUSINESS CREDIT	OFFICE SUPPLIES	\$ 521.74
60	STORY COUNTY TREASURER	601 OAK BLVD PROPERTY TAX	\$ 22.00
61	SUNSET LAW ENFORCEMENT	AMMO	\$ 1,656.69
62	TASC	FLEX BENEFIT PLANS	\$ 1,154.10
63	TASC - CLIENT INVOICES	JULY FLEX PLAN	\$ 320.82
64	THE SHERWIN-WILLIAMS CO.	PARTS FOR PAINT SPRAYER	\$ 251.86
65	TIFFANY MATNEY	FLAG FOOTBALL REFUND	\$ 67.00
66	TRANE U.S. INC.	QUARTERLY CONTRACT	\$ 8,929.75
67	TREASURER, STATE OF IOWA	STATE WITHHOLDING	\$ 4,668.00
68	U.S. CELLULAR	AMBULANCE CELL PHONES	\$ 91.40
69	UNITYPOINT CLINIC	PRE-EMPLOYMENT PHYSICAL	\$ 160.00
70	USA BLUEBOOK	WATER/WASTEWATER SUPPLIES	\$ 428.77
71	VEENSTRA & KIMM, INC.	ENGINEERING FEES	\$ 158,777.03
72	VERIZON WIRELESS	PD CELL AND MDTs	\$ 201.55
73	Payroll Expense		\$ 62,268.09
74	GRAND TOTAL		\$ 399,059.53
75			
76		FUND TOTALS	
77	001 GENERAL FUND	\$ 86,059.61	
78	002 LIBRARY	\$ 6,372.44	
79	003 RECREATION	\$ 6,571.44	
80	004 FIRE AND RESCUE	\$ 9,828.84	
81	014 AMBULANCE	\$ 1,539.33	
82	110 ROAD USE TAX	\$ 17,116.02	
83	325 E. 1ST ST RECONSTRUCTION	\$ 13,489.05	
84	338 WATER METERS	\$ 1,170.00	
85	345 WATER PLANT EXPANSION	\$ 155,943.38	
86	398 DERECHO STORM	\$ 1,931.39	
87	600 WATER UTILITY	\$ 20,628.19	
88	610 SEWER UTILITY	\$ 16,141.75	
89	01 PAYROLL EXPENSE	\$ 62,268.09	
90	GRAND TOTAL	\$ 399,059.53	
91			
92			

9-14-21 Claims List

	A	B	C
93	TRUE VALUE BREAK DOWN		
94	P & R	seed and connector, indoor fogger, roundup, circular blade	\$ 70.46
95	Water	eye bolt, coupler, plug set, bleach, drill bit, hose washer, nipples,	\$ 63.28
96	Parks	tile scrubber, acid brush, simple green, poly nozzle, nuts and bolts, drill bit	\$ 147.65
97	Council	hook	\$ 2.29
98	Ambulance	broom gripper, cord bundler, velcro tape	\$ 20.47
99	Wastewater	bushing, adapter, tubing, funnel, nuts and bolts	\$ 26.92
100	Streets	marking paint, mailbox, nuts, bolts, thinner, sealant, nc tap, super glue, gap & crack foam, rod clamps, connectors, wipes, shop towel, full union, shade seed, enamel, tarp	\$ 222.13
101	PD	car wash, windshield washer fluid, batteries, hose nozzle, drill bit,	\$ 40.95
102	Total		\$ 594.15

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<u>Account No.</u>	<u>Huxley RECAP August, 2021 Account Name</u>	<u>Statement No.</u>	<u>Balance Due</u>
15398.000	Municipal	358028	\$900.00
15398.001	Prosecutions	358031	\$50.00
15398.002	Fire and Rescue	358027	\$75.00
15398.003	Prairie Ridge		
15398.005	Litigation		
15398.006	Bond Claims		
15398.011	Planning & Zoning		
15398.012	Public Works		
15398.013	Police	358030	\$50.00
15398.014	Parks		
15398.015	Nuisance Abatement	358029	\$87.50
15398.016	HDC		
15398.017	Library		
15398.018	Development		
	Total:		\$1,162.50

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**Huxley RECAP
August, 2021**

<u>Account No.</u>	<u>Account Name</u>	<u>Statement No.</u>	<u>Balance Due</u>
15398.000	Municipal	358028	\$900.00
15398.001	Prosecutions	358031	\$50.00
15398.002	Fire and Rescue	358027	\$75.00
15398.003	Prairie Ridge		
15398.005	Litigation		
15398.006	Bond Claims		
15398.011	Planning & Zoning		
15398.012	Public Works		
15398.013	Police	358030	\$50.00
15398.014	Parks		
15398.015	Nuisance Abatement	358029	\$87.50
15398.016	HDC		
15398.017	Library		
15398.018	Development		
Total:			\$1,162.50



BRICK GENTRY P.C.

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

Statement Date: August 25, 2021
Statement No. 358027
Account No. 15398.002

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Re: Huxley Fire and Rescue
ASB

Fees

07/26/2021	ASB	Review of correspondence and revised Agreement with Kelly. Review and revisions to Agreement. Correspondence regarding same.	62.50
07/28/2021	ASB	Review of correspondence from Rita Conner regarding Agreement with Kelly. For Current Services Rendered	12.50 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
Previous Balance				\$262.50

Payments

08/12/2021	Payment	-262.50
Balance Due		<u>\$75.00</u>

Thank you.



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

Statement Date: August 25, 2021
Statement No. 358028
Account No. 15398.000
Page: 1

Re: Municipal
ASB

Fees

07/26/2021	ASB	Review of correspondence and documentation regarding ATI Development matters. Review of correspondence from ATI Group regarding same.	50.00
	ASB	Review of correspondence regarding DZ Flex Space, documents.	25.00
07/28/2021	ASB	Review of correspondence from Tiecks and Rita Conner. Correspondence with Rita Conner regarding same.	25.00
	ASB	Call from Rita Conner regarding annexation matters.	37.50
07/29/2021	ASB	Review of correspondence regarding DZ Flexspace matters.	25.00
	ASB	Review of correspondence regarding Heart of Iowa Trial damage. Correspondence regarding same.	37.50
08/02/2021	ASB	Review of correspondence and documentation from Forrest Aldrich regarding Annexation matters.	37.50
08/03/2021	ASB	Review of correspondence regarding Nobling Petition and Waiver. Correspondence regarding same.	37.50
08/05/2021	ASB	Review of correspondence from Rita Conner regarding annexation matters. File review regarding same. Correspondence with her.	50.00
08/06/2021	ASB	Review of correspondence from Rita Conner regarding annexation issues. Correspondence regarding same.	25.00
	ASB	Review of correspondence and Ordinance regarding Pet Licenses from Rita Conner. Correspondence with her.	37.50
	MSB	Correspondence with Lisa Wheeler and Cathy Van Maanen regarding employment issues; research regarding same.	150.00
08/09/2021	ASB	Calls from and to Rita Conner regarding easement	



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

Statement Date: August 25, 2021
Statement No. 358028
Account No. 15398.000
Page: 2

Re:	Municipal			
	acquisitions.			37.50
08/13/2021	ASB	Review of correspondence and pictures regarding Pond access issue.		25.00
08/18/2021	ASB	Review of correspondence from Rita Conner regarding citizen fence matter. Correspondence regarding same.		37.50
08/19/2021	ASB	Review of correspondence regarding Ihle Fence matter. Correspondence with Rita Conner. Correspondence with Matt O'Hollearn.		37.50
	ASB	Review of correspondence and photos regarding Tieck pond issue. Correspondence regarding same.		37.50
08/24/2021	ASB	Review of correspondence from Rita Conner regarding Caliber/Trail matters. Correspondence to Bill Mallory. Correspondence to Rita Conner.		50.00
	ASB	Phone conference with Billy Mallory. Correspondence regarding information needed regarding Trail matters.		50.00
08/25/2021	ASB	Review of correspondence and documentation regarding Trail cracking. Correspondence regarding same.		50.00
	ASB	Calls from and to Rita Conner regarding various matters.		37.50
		For Current Services Rendered		900.00

Recapitulation

<u>Timekeeper</u>	<u>Title</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Amy Beattie	Attorney	6.00	\$125.00	\$750.00
Matt Brick	Attorney	1.20	125.00	150.00

Total Current Work 900.00

Previous Balance \$1,012.50

Payments

08/12/2021 Payment -1,012.50



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

Statement Date: August 25, 2021
Statement No. 358028
Account No. 15398.000
Page: 3

Re: Municipal
Balance Due

\$900.00

Thank you.



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

Statement Date: August 25, 2021
Statement No. 358029
Account No. 15398.015

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Re: Nuisance Abatement
ASB

Fees

08/03/2021	MRO	Communicate with city for update on Jerry's Auto; Email Joseph Wallace proposal for resolution of infraction against Jerry's Auto.	37.50
08/20/2021	MRO	Email Rita regarding status of Fortner infraction; Draft and file notice of settlement in Jerry's Auto infraction.	50.00
		For Current Services Rendered	87.50

Recapitulation

<u>Timekeeper</u>	<u>Title</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Matt O'Hollearn	Attorney	0.70	\$125.00	\$87.50

Total Current Work	87.50
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Previous Balance	\$350.00
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Payments

08/12/2021	Payment	-350.00
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Balance Due	<u>\$87.50</u>
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Thank you.



BRICK GENTRY P.C.

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

Statement Date: August 25, 2021
Statement No. 358030
Account No. 15398.013
Page: 1

Re: Police
ASB

Fees

08/06/2021	ASB	Review of correspondence from Chief Stoll regarding emotional support dog. Correspondence with him.	37.50
	ASB	Review of correspondence from Chief Stoll.	12.50
		For Current Services Rendered	50.00

Recapitulation

<u>Timekeeper</u>	<u>Title</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Amy Beattie	Attorney	0.40	\$125.00	\$50.00

Total Current Work	50.00
Previous Balance	\$75.00

Payments

08/12/2021	Payment	-75.00
Balance Due	<u>\$50.00</u>	

Thank you.



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

Statement Date: August 25, 2021
Statement No. 358031
Account No. 15398.001

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Re: Prosecutions
ASB

Fees

08/16/2021	AMS	Receipt of check from Jerry Roney for court fees; review of prior judgments for Roney case; call to clerk of court regarding payment.	50.00
		For Current Services Rendered	50.00

Recapitulation

<u>Timekeeper</u>	<u>Title</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Allison Steuterman	Attorney	0.40	\$125.00	\$50.00

Total Current Work	50.00
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Balance Due	<u>\$50.00</u>
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Your trust account #1 balance is

	Opening Balance	\$0.00
08/17/2021	Jerry Roney	140.00
08/17/2021	Judgement - HUCICI007719	
	PAYEE: Story County Clerk of Court	-140.00
	Closing Balance	\$0.00

Thank you.

RESOLUTION NO. 21-080

A RESOLUTION APPROVING FISCAL YEAR 2021 BALANCE TRANSFERS FOR THE CITY OF HUXLEY

WHEREAS, The Huxley City Council approves interfund transfers as needed for budget balancing purposes; and

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Huxley, Iowa, that the transfers outlined below are hereby approved with an effective date of September 14, 2021 and the City Clerk is authorized to make the transfers in accord with this resolution.

General Fund

From: Fund 002/Library
To: Fund 001/General Fund
Amount: **-\$80,145.09**

From: Fund 003/Recreation
To: Fund 001/General Fund
Amount: **-\$71,019.58**

From: Fund 004/Fire and Rescue
To: Fund 001/General Fund
Amount: **-\$60,987.68**

From: Fund 014/Ambulance
To: Fund 001/General Fund
Amount: **-\$38,342.79**

Capitol Funds

From: Fund 342/HMGP Generator Project
To: Fund 001/General Fund
Amount: **-\$45,764.37**

Tax Increment Financing (TIF)

From: Fund 125/TIF (Residential Agreements)
To: Fund 124/LMI
Amount: \$205,692.82

From: Fund 125/TIF (Admin Fees)
To: 001/General Fund
Amount: \$24,697.64

From: Fund 125/TIF (Residential Agreements)
To: Fund 200/Debt Service
Amount: \$170,011.85

From: Fund 125/TIF (Commercial Agreements)
To: Fund 200/Debt Service
Amount: \$135,426.34

From: Fund 125/TIF Fund
To: Fund 200/Debt Service (\$4,590,000 Bond)
Amount: \$606,813.00

From: Fund 125/TIF
To: Fund 200/Debt Service (\$6,855,000 Bond)
Amount: \$1,009,538.00

Proprietary Funds

From: Fund 601 Water Sinking Fund
To: Fund 600 Water Fund
Amount: \$152,781.25

From: Fund 611 Sewer Sinking Fund
To: Fund 610/Sewer Fund
Amount: \$116,087.50

Miscellaneous

From: Fund 121/Local Option Sales Tax
To: Fund 001/General Fund
Amount: \$569,368.57

Passed and Approved this 14th day of September 2021.

Kevin Deaton, Mayor

Attest:

Jolene R. Lettow, City Clerk

RESOLUTION NO. 21-081

SET PUBLIC HEARING APPROVING PLANS, SPECIFICATIONS, FORM OF CONTRACT AND ESTIMATED COST FOR THE STREET REPAIR PROJECTS

WHEREAS, the plans, specifications, form of contract and cost estimate for the Street Repair Projects (“Projects”) are on file for review in the City of Huxley’s City Clerk’s Office and;

WHEREAS, the Projects will include the repair of N. 4th Avenue, East 4th Street from Highway 69 to N 2nd Avenue, Cypress Drive, East 5th from Parkridge to Berhow Park and Cedar Lane

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

The public hearing for plans, specifications form of contract and cost estimate for the Street Repair Projects is hereby set for October 12, 2021 at 6:00 p.m.

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

PASSED, ADOPTED AND APPROVED this 14th day of September 2021.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 21-081** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 14th day of September 2021.

Kevin Deaton, Mayor

ATTEST:

Jolene Lettow, City Clerk

		Quantities							Price						
Item No.		Unit	N. 4TH AVENUE	E. 5TH STREET	CYPRESS DRIVE	CEDAR LANE	E. 4TH STREET	Total Est. Quantity	Unit Price	N. 4TH AVENUE	E. 5TH STREET	CYPRESS DRIVE	CEDAR LANE	E. 4TH STREET	Total Amount
1	SUBGRADE PREPARATION, 12"	SY	0	1308	0	0	0	1308	\$ 5.00	\$0.00	\$6,540.00	\$0.00	\$0.00	\$0.00	\$6,540.00
2	WATER MAIN, TRENCHED, PVC, 8 INCH	LF	500	0	0	0	1145	1645	\$ 55.00	\$27,500.00	\$0.00	\$0.00	\$0.00	\$62,975.00	\$90,475.00
3	WATER MAIN TEE, 8"X8"X8"	EA	2	0	0	0	3	5	\$ 750.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$2,250.00	\$3,750.00
4	WATER MAIN BEND, 8"	EA	0	0	0	0	2	2	\$ 500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00
5	FITTING, REDUCER, 8"X4"	EA	6	0	0	0	2	8	\$ 150.00	\$900.00	\$0.00	\$0.00	\$0.00	\$300.00	\$1,200.00
6	WATER SERVICE, 1" COPPER, LONG SIDE	EA	7	0	0	0	3	10	\$ 2,600.00	\$18,200.00	\$0.00	\$0.00	\$0.00	\$7,800.00	\$26,000.00
7	WATER SERVICE, 1" COPPER, SHORT SIDE	EA	4	0	0	0	12	16	\$ 1,900.00	\$7,600.00	\$0.00	\$0.00	\$0.00	\$22,800.00	\$30,400.00
8	VALVE, GATE, 8"	EA	2	0	0	0	4	6	\$ 500.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$3,000.00
9	FIRE HYDRANT ASSEMBLY	EA	1	0	0	0	2	3	\$ 1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$3,000.00
10	FIRE HYDRANT ASSEMBLY REMOVAL	EA	1	0	0	0	2	3	\$ 250.00	\$250.00	\$0.00	\$0.00	\$0.00	\$500.00	\$750.00
11	INTAKE, SW-501	EA	0	1	0	0	1	2	\$ 3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$6,000.00
12	MANHOLE ADJUSTMENT, MINOR	EA	2	1	1	5	3	12	\$ 500.00	\$1,000.00	\$500.00	\$500.00	\$2,500.00	\$1,500.00	\$6,000.00
13	DRIVEWAY PCC, 6"	SY	132	48	25	0	280	485	\$ 55.00	\$7,260.00	\$2,640.00	\$1,375.00	\$0.00	\$15,400.00	\$26,675.00
14	CURB AND GUTTER, PCC	LF	412	154	263	0	167	996	\$ 45.00	\$18,540.00	\$6,930.00	\$11,835.00	\$0.00	\$7,515.00	\$44,820.00
15	PAVEMENT, HMA STANDARD TRAFFIC (ST) SURFACE, 1/2", 58-28S	TON	169	142	196	503	365	1375	\$ 105.00	\$17,745.00	\$14,910.00	\$20,580.00	\$52,815.00	\$38,325.00	\$144,375.00
16	PAVEMENT, HMA STANDARD TRAFFIC (ST) BASE, 3/4", 58-28S	TON	0	284	0	0	0	284	\$ 105.00	\$0.00	\$29,820.00	\$0.00	\$0.00	\$0.00	\$29,820.00
17	REMOVAL OF SIDEWALK	SY	35	46	53	0	95	229	\$ 4.00	\$140.00	\$184.00	\$212.00	\$0.00	\$380.00	\$916.00
18	REMOVAL OF DRIVEWAY	SY	132	48	25	0	203	408	\$ 4.00	\$528.00	\$192.00	\$100.00	\$0.00	\$812.00	\$1,632.00
19	SIDEWALK, PCC, 4"	SY	27	39	37	0	84	187	\$ 50.00	\$1,350.00	\$1,950.00	\$1,850.00	\$0.00	\$4,200.00	\$9,350.00
20	SIDEWALK, PCC, 6"	SY	21	11	22	0	24	78	\$ 55.00	\$1,155.00	\$605.00	\$1,210.00	\$0.00	\$1,320.00	\$4,290.00
21	DETECTABLE WARNING	SF	40	20	40	0	50	150	\$ 30.00	\$1,200.00	\$600.00	\$1,200.00	\$0.00	\$1,500.00	\$4,500.00
22	FULL DEPTH PATCHES	SY	423	0	170	191	132	916	\$ 150.00	\$63,450.00	\$0.00	\$25,500.00	\$28,650.00	\$19,800.00	\$137,400.00
23	MILLING	SY	1552	1308	1800	4625	3318	12603	\$ 6.00	\$9,312.00	\$7,848.00	\$10,800.00	\$27,750.00	\$19,908.00	\$75,618.00
24	CURB AND GUTTER REMOVAL	LF	412	154	263	0	167	996	\$ 4.00	\$1,648.00	\$616.00	\$1,052.00	\$0.00	\$668.00	\$3,984.00
25	TEMPORARY TRAFFIC CONTROL	LS	0.1231453	0.1037848	0.1428231	0.3669761	0.2632706	1	\$ 5,000.00	\$615.73	\$518.92	\$714.12	\$1,834.88	\$1,316.35	\$5,000.00
26	CONSTRUCTION SURVEY	LS	0.1231453	0.1037848	0.1428231	0.3669761	0.2632706	1	\$ 5,000.00	\$615.73	\$518.92	\$714.12	\$1,834.88	\$1,316.35	\$5,000.00
27	MOBILIZATION	LS	0.1231453	0.1037848	0.1428231	0.3669761	0.2632706	1	\$ 68,000.00	\$8,373.88	\$7,057.37	\$9,711.97	\$24,954.38	\$17,902.40	\$68,000.00
28															
29															
OPINION OF PROBABLE CONSTRUCTION COST:										\$190,883.33	\$84,430.22	\$87,354.20	\$140,339.14	\$236,488.11	\$739,495.00

NOTICE TO BIDDERS

2021 Street Repairs/HMA Rehabilitation
City of Huxley
Huxley, IA

Time and Place for Filing Sealed Proposals. Sealed bids for the work comprising the repair or improvement as stated below must be filed before 2:00 PM on Thursday October 7th, 2021, in the office of the City Clerk, 515 N. Main Avenue, Huxley, IA, 50124.

Time and Place Sealed Proposals Will be Opened and Considered. Sealed proposals will be opened, and bids tabulated at 2:00 PM on Thursday October 7th, 2021, in the office of the City Clerk, City of Huxley, 515 N. Main Avenue, Huxley, IA 50124 with the results being reported to the City of Huxley at its meeting at 6:00 PM on Tuesday October 12th, 2021 at which time the City Council may take action on the proposals submitted or at such time as may then be fixed. The City of Huxley reserves the right to reject any or all bids, to waive informalities or technicalities in any bid, and to enter into such contract, or contracts, as it shall deem to be to the best interest of the City of Huxley.

Time for Commencement and Completion of Work. Work on the improvement shall commence upon approval of the contract by the City Council and as stated in the Notice to Proceed. All work under the Contract must be substantially complete on or before **June 24th, 2022**. Liquidated damages as set forth in Section 00500 – Contract.

Bid Security. Each bidder shall accompany its bid with bid security, as defined in Iowa Code Section 26.8, as security that the successful bidder will enter into a contract for the work bid upon. The bidder's security shall be in an amount equal to 5 percent of the total amount of the bid. The bid shall contain no condition except as provided in the specifications.

If the bidder fails to execute the contract and to furnish an acceptable performance, payment, and maintenance bond or provide a Certificate of Insurance within ten (10) days after acceptance of the bid by the City, the bid security may be forfeited or cashed by the City as liquidated damages.

Contract Documents. Copies of the project documents are available for a price of \$25 per set. This fee is refundable, provided the plans and specifications are returned complete and in reusable condition, and they are returned within fourteen (14) calendar days after the award of the project. Please make your check payable to Bolton & Menk, Inc. and send it to 1519 Baltimore Drive, Ames, IA 50010-0688, (515) 233-6100, fax (515)233-4430. Complete digital project bidding documents are available at www.bolton-menk.com or www.questcdn.com. You may view the digital plan documents for free by entering Quest project # 8027071 on the website's Project Search page. Documents may be downloaded for \$0.00. Please contact QuestCDN.com at 952-233-1632 or info@questcdn.com for assistance in free membership registration, viewing, downloading, and working with this digital project information.

Preference of Products and Labor. By virtue of statutory authority, a preference will be given to products and provisions grown and coal produced within the State of Iowa, to the extent lawfully required under Iowa statutes.

Sales Tax Exemption Certificates. The bidder shall not include sales tax in the bid. The City of Huxley will distribute tax exemption certificates and authorization letters to the Contractor and all subcontractors who are identified. The Contractor and subcontractor may make copies of the tax exemption certificates and provide a copy to each supplier providing construction materials. These tax exemption certificates and authorization letters are applicable only for this specific project under the Contract

PROJECT DESCRIPTION: HMA milling and pavement rehabilitation at 5 locations in the City of Huxley. Item include, but are not limited to 1,645 LF of 8" PVC water main; 1,742 tons of HMA mix; 12,603 SY of pavement milling; 916 SY of PCC full depth patching; 495 LF of PCC curb and gutter; 408 SY of driveway and sidewalk removal; 563 SY of 6" PCC Driveway and Sidewalk; 187 SY PCC Sidewalk and other miscellaneous items related to the project.

The Notice is given by order of the City Council of the City of Huxley, IA

Jolene Lettow, City Clerk

September 8, 2021

Via Email

Rita Conner
City Administrator/City Hall
Huxley, Iowa

Re: \$7,425,000 Water Revenue Improvement and Refunding Loan Agreement
Our File No. 419996-62

Dear Rita:

We have prepared and attach proceedings to be used at the September 14th City Council meeting to set September 28th as the date for a hearing on the proposal to enter into the Water Revenue Improvement and Refunding Loan Agreement. The documents attached include the following items:

1. Resolution fixing the date, time and place of the meeting at which it is proposed to hold a hearing and take action to enter into the Loan Agreement. The form of notice of hearing is set out in Section 2 of the resolution. Please print an extra copy for delivery to the publisher. Please insert the time and place of the hearing in both the resolution and the notice.
2. Attestation Certificate with respect to the validity of the transcript.
3. Organization and Establishment Certificate.
4. Outstanding Debt Certificate with respect to the outstanding debt of the Water Utility.
5. Publication Certificate with respect to publication of the notice, to which must be attached the publisher's affidavit of publication with a clipping of the notice as published.

The notice must be published at least once, not less than four (4) and not more than twenty (20) days before the September 28th meeting date set for the hearing, in a legal newspaper which has a general circulation in Huxley. **The last date on which the notice can be effectively published is September 24, 2021.** Please scan and email a copy of the published notice to lemke.susan@dorsey.com as soon as it appears in the newspaper.

Please return one fully executed copy of all completed pages to us as soon as they are available. If you have questions please contact Erin Regan, Cheryl Ritter or me.

Best regards,

John P. Danos

Attachments

cc: Jolene Lettow
Chip Schultz

RESOLUTION NO. 21-082

Resolution setting the date for a public hearing on a proposal to enter into a Water Revenue Improvement and Refunding Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$7,425,000

WHEREAS, the City of Huxley (the “City”), in Story County, State of Iowa, did heretofore establish a Municipal Waterworks Utility System (the “Utility”) in and for the City which has continuously supplied water service in and to the City and its inhabitants since its establishment; and

WHEREAS, the management and control of the Utility are vested in the City Council (the “Council”) and no board of trustees exists for this purpose; and

WHEREAS, pursuant to a prior resolution of the Council (the “Series 2013B Bond Resolution”), the City has heretofore issued its Water Revenue Refunding Bonds, Series 2013B, dated April 30, 2013 (the “Series 2013B Bonds”) in the aggregate principal amount of \$985,000, a portion of which remain outstanding, maturing on June 1 in the year, and in such amount, and bearing interest at such rate as follows:

<u>Date</u>	<u>Principal</u>	<u>Interest Rate</u>
2022	\$115,000	2.00%

; and

WHEREAS, pursuant to the Series 2013B Bond Resolution, the City reserved the right to call the Series 2013B Bonds maturing in the year 2022 (the “Callable Series 2013B Bonds”) for optional early redemption on June 1, 2019, or on any date thereafter on terms of par and accrued interest; and

WHEREAS, the City now proposes to enter into a loan agreement (the “Loan Agreement”) and to borrow money thereunder in a principal amount not to exceed \$7,425,000, pursuant to the provisions of Section 384.24A of the Code of Iowa, for the purpose of paying the costs, to that extent, of (1) planning, designing and constructing improvements and extensions to the Utility (the “Project”); and (2) current refunding the Callable Series 2013B Bonds; and it is necessary to fix a date of meeting of the City Council at which it is proposed to take action to enter into the Loan Agreement and to give notice thereof as required by such law;

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

Section 1. This City Council shall meet on September 28, 2021, at the _____, in the City, at _____ o’clock ____m., at which time and place a hearing will be held and proceedings will be instituted and action taken to enter into the Loan Agreement.

Section 2. The City Clerk is hereby directed to give notice of the proposed action on the Loan Agreement setting forth the amount and purpose thereof, the time when and place where the said meeting will be held, by publication at least once, not less than four (4) and not more than twenty (20) days before the date of said meeting, in a legal newspaper which has a general circulation in the City. The notice shall be in substantially the following form:

NOTICE OF PROPOSED ACTION TO INSTITUTE PROCEEDINGS TO
ENTER INTO A LOAN AGREEMENT AND TO BORROW MONEY
THEREUNDER IN A PRINCIPAL AMOUNT NOT TO EXCEED \$7,425,000

(WATER REVENUE)

The City Council of the City of Huxley, Iowa, will meet on September 28, 2021, at the _____, in the City, at _____ o'clock _____.m., for the purpose of instituting proceedings and taking action to enter into a loan agreement (the "Loan Agreement") and to borrow money thereunder in a principal amount not to exceed \$7,425,000, for the purpose of paying the costs, to that extent, of (1) planning, designing and constructing improvements and extensions to the City's Municipal Waterworks Utility System (the "Utility"); and (2) current refunding the City's outstanding Water Revenue Refunding Bonds, Series 2013B, dated April 30, 2013.

The Loan Agreement will not constitute a general obligation of the City, nor will it be payable in any manner by taxation, but together with any additional obligations of the City as may be hereafter issued and outstanding from time to time ranking on a parity therewith, will be payable solely and only from the Net Revenues of the Utility.

At the aforementioned time and place, oral or written objections may be filed or made to the proposal to enter into the Loan Agreement. After receiving objections, the City Council may determine to enter into the Loan Agreement, in which case, the decision will be final unless appealed to the District Court within fifteen (15) days thereafter.

By order of the City Council of the City of Huxley, Iowa.

Jolene Lettow
City Clerk

Section 3. Pursuant to Section 1.150-2 of the Income Tax Regulations (the “Regulations”) of the Internal Revenue Service, the City declares (a) that it intends to undertake the Project which is reasonably estimated to cost approximately \$10,300,000, (b) that other than (i) expenditures to be paid or reimbursed from sources other than the issuance of bonds, notes or other obligations (the “Bonds”), or (ii) expenditures made not earlier than 60 days prior to the date of this Resolution or a previous intent resolution of the City, or (iii) expenditures amounting to the lesser of \$100,000 or 5% of the proceeds of the Bonds, or (iv) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, no expenditures for the Project have heretofore been made by the City and no expenditures will be made by the City until after the date of this Resolution or a prior intent resolution of the City, and (c) that the City reasonably expects to reimburse the expenditures made for costs of the City out of the proceeds of the Bonds. This declaration is a declaration of official intent adopted pursuant to Section 1.150-2 of the Regulations.

Section 4. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 5. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved this September 14, 2021.

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, do hereby certify that attached hereto is a true and correct copy of the proceedings of the City Council relating to fixing a date for a hearing on the City Council's proposal to take action in connection with a loan agreement, as referred to therein.

WITNESS MY HAND this _____ day of _____, 2021.

City Clerk

ORGANIZATION AND ESTABLISHMENT CERTIFICATE

STATE OF IOWA
COUNTY OF STORY
CITY OF HUXLEY

SS:

I, the undersigned City Clerk, do hereby certify that the City of Huxley is organized and operating under the provisions of Title IX of the Code of Iowa and not under any special charter and that the City is operating under the Mayor-Council form of government and that there is not pending or threatened any question or litigation whatsoever touching the incorporation of the City, the inclusion of any territory within its limits or the incumbency in office of any of the officials hereinafter named.

And I do further certify that the following named parties are officials of the City as indicated:

_____, Mayor
_____, City Administrator
_____, City Clerk/Finance Director
_____, City Treasurer
_____, Council Member/Mayor Pro Tem
_____, Council Member
_____, Council Member
_____, Council Member
_____, Council Member

I further certify that the City established the Municipal Waterworks Utility System (the "Utility") prior to January 1, 1961, and that the Utility has been in continuous operation by the City since its establishment as aforesaid in supplying water service to the City and its inhabitants.

I further certify that the management and control of the Utility are vested in the City Council of the City, and that no board of trustees exists which has any part of the control and management of such Utility.

WITNESS MY HAND this _____ day of _____, 2021.

City Clerk

OUTSTANDING DEBT CERTIFICATE

STATE OF IOWA
COUNTY OF STORY
CITY OF HUXLEY

SS:

I, the undersigned, City Clerk of the City of Huxley, Iowa (the “City”), do hereby certify that the City has no bonds or other obligations of any kind now outstanding which are secured by and payable from the revenues derived from the operation of the Municipal Waterworks Utility System (the “Utility”), except as follows:

Date	Type	Principal Amount Outstanding	Maturity
04-30-2013	Water Revenue	\$115,000	06-01-2022

(Attach here a separate sheet listing any other outstanding obligations of the City secured by and payable from the revenues of the Utility excluding the proposed issue.)

WITNESS MY HAND this ____ day of _____, 2021.

City Clerk

PUBLICATION CERTIFICATE

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

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 meeting at which it is proposed to take action to enter into a Loan Agreement, the notice, 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 the publisher's original affidavit with clipping of the notice, as published.)

MINUTES TO SET DATE FOR HEARING
ON ENTERING INTO A WATER
REVENUE IMPROVEMENT AND
REFUNDING LOAN AGREEMENT

419996-62

Huxley, Iowa

September 14, 2021

The City Council of the City of Huxley, Iowa, met on September 14, 2021, at 6:00 p.m., in the Council Chambers, in the City.

The Mayor presided and the roll was called showing the following members of the City Council present and absent:

Present: _____

Absent: _____.

Council Member _____ introduced the resolution hereinafter next set out and moved its adoption, seconded by Council Member _____; and after due consideration thereof by the City 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 resolution duly adopted as hereinafter set out:

• • • • •

At the conclusion of the meeting, and upon motion and vote, the City Council adjourned.

Mayor

Attest:

City Clerk

SOURCES AND USES OF FUNDS

* Bond 'Sizing' for City Council Review *
Purpose: Review how principal amount is determined.

CITY OF HUXLEY, IOWA (Water Fund) WATER REVENUE IMPROVEMENT AND REFUNDING BONDS, SERIES 2021A

~~~~~  
Funding for Water Treatment Plant Expansion & Current Refunding 2013B Water Revenue Bonds  
Assumes Standard & Poor's 'A+' Rating; Build America Mutual 'AA' Bond Insurance;  
Tax Exempt, Bank Qualified; \*Current Interest Rates +0.25%\*; Assumes \$3,410,000 of General  
Obligation Bond Funding; \$0 from American Rescue Plan; \*\* Preliminary, Subject to Change \*\*

Dated Date                      11/30/2021  
Delivery Date                 11/30/2021

| Sources:                       | Water<br>Treatment<br>Plant & Ground<br>Storage | Current Refund<br>2013B (2022<br>Maturity) | Total         |
|--------------------------------|-------------------------------------------------|--------------------------------------------|---------------|
| Bond Proceeds:                 |                                                 |                                            |               |
| Par Amount                     | 7,210,000.00                                    | 115,000.00                                 | 7,325,000.00  |
| Premium                        | 197,369.55                                      | 1,009.70                                   | 198,379.25    |
|                                | 7,407,369.55                                    | 116,009.70                                 | 7,523,379.25  |
| Other Sources of Funds:        |                                                 |                                            |               |
| GO Bond Proceeds (Preliminary) | 3,410,000.00                                    |                                            | 3,410,000.00  |
| Water Fund Cash on Hand (DSRF) | 91,458.82                                       | 7,041.18                                   | 98,500.00     |
|                                | 3,501,458.82                                    | 7,041.18                                   | 3,508,500.00  |
|                                | 10,908,828.37                                   | 123,050.88                                 | 11,031,879.25 |

| Uses:                                           | Water<br>Treatment<br>Plant & Ground<br>Storage | Current Refund<br>2013B (2022<br>Maturity) | Total         |
|-------------------------------------------------|-------------------------------------------------|--------------------------------------------|---------------|
| Project Fund Deposits:                          |                                                 |                                            |               |
| Water Treatment Plant, Storage & Well Construc. | 9,400,000.00                                    |                                            | 9,400,000.00  |
| Engineering, Legal and Administrative           | 900,000.00                                      |                                            | 900,000.00    |
|                                                 | 10,300,000.00                                   |                                            | 10,300,000.00 |
| Current Refunding 2013B:                        |                                                 |                                            |               |
| Water Revenue Bonds                             |                                                 | 115,000.00                                 | 115,000.00    |
| Other Fund Deposits:                            |                                                 |                                            |               |
| Debt Service Reserve Fund (Max Ann Debt Serv)   | 441,451.32                                      | 7,041.18                                   | 448,492.50    |
| Delivery Date Expenses:                         |                                                 |                                            |               |
| Cost of Issuance                                | 44,400.00                                       | 1,500.00                                   | 45,900.00     |
| Underwriter's Discount                          | 86,520.00                                       | 1,380.00                                   | 87,900.00     |
| Bond Insurance                                  | 32,645.67                                       | 418.16                                     | 33,063.83     |
|                                                 | 163,565.67                                      | 3,298.16                                   | 166,863.83    |
| Other Uses of Funds:                            |                                                 |                                            |               |
| Rounding / Contingency                          | 3,811.38                                        | (2,288.46)                                 | 1,522.92      |
|                                                 | 10,908,828.37                                   | 123,050.88                                 | 11,031,879.25 |

September 8, 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 proceedings related to the hearing on the plans and specifications, receipt and consideration of construction bids and the award and approval of a contract for the Water Treatment Plant Improvements Project.

The materials attached include the following items:

1. Minutes of the September 14, 2021 City Council meeting covering the hearing on the plans and specifications. If there are no objections filed and if there are no objectors present at the meeting, please insert the word “no” in the blank space provided. If there are objectors, they should be listed with their names and the nature of their objections.
2. Resolution finally approving and confirming plans, specifications and form of contract.
3. Further minutes of the September 14, 2021 City Council meeting to show the filing of the report with respect to the construction bids received for the Project. In the event the City Council desires to consider the proposals for a longer period of time, the minutes include a motion to adjourn the meeting to a later time. If the Council desires to award the contract immediately, this adjournment may be stricken from the minutes by drawing a line through it and the following two paragraphs which convene the subsequent meeting.
4. Resolution awarding the contract and fixing the amount of the performance and/or payment bonds.
5. Minutes of **a later meeting of the City Council**, at which the Council will adopt the resolution approving the contract and performance and/or payment bonds, with the resolution following.
6. Attestation Certificate with respect to the validity of the entire transcript.

As these proceedings are completed, please return one fully executed copy 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

RESOLUTION NO. 21-083

Resolution finally approving and confirming plans, specifications, form of contract and estimate of cost for the Water Treatment Plant Improvements Project

WHEREAS, the City Council of the City of Huxley, Iowa, has heretofore given preliminary approval to the plans, specifications, form of contract and estimate of cost (the "Contract Documents") for the proposed Water Treatment Plant Improvements Project (the "Project"), as described in the notice of hearing on the Contract Documents for the Project; and

WHEREAS, a hearing has been held on the Contract Documents on September 14, 2021;

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

Section 1. The Contract Documents referred to in the preamble hereof are hereby finally approved, and the prior action of the City Council giving preliminary approval is hereby finally confirmed, and the Project, as provided for in the Contract Documents, is necessary and desirable.

Section 2. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved September 14, 2021.

\_\_\_\_\_  
Mayor

Attest:

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

The Mayor announced that bids for the construction of the Water Treatment Plant Improvements Project had been received before 2:00 p.m., on September 9, 2021, at the City Hall, Huxley, Iowa, and that on the same day, at the same time, at the same place, such bids had been opened and read, and that this was the time and place set for the consideration of such bids.

Thereupon, the results of the bidding were reported, and Veenstra & Kimm, Inc. (the “Project Engineers”) made their recommendations thereon to the City Council. The bids received for the construction of the Water Treatment Plant Improvements Project are as follows:

Name and Address of Bidder

Amount of Bid

**(List here or attach a sheet listing proposals received.)**

It was moved by Council Member \_\_\_\_\_ and seconded by Council Member \_\_\_\_\_ that this meeting be adjourned to \_\_\_\_\_, 2021, at \_\_\_\_\_ o'clock \_\_\_\_\_.m., at the \_\_\_\_\_, Huxley, Iowa, at which time and place the City Council will meet to further consider such proposals.

The Mayor put the question on the motion and the roll being called, the following named Council Members voted:

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

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

Whereupon, the Mayor declared the said motion duly carried and the meeting was adjourned to the said time and place.

\_\_\_\_\_  
Mayor

Attest:

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

MINUTES OF MEETING TO AWARD  
CONTRACT

419996-62

Huxley, Iowa

\_\_\_\_\_, 2021

The City Council of the City of Huxley, Iowa, met on \_\_\_\_\_, 2021, at \_\_\_\_\_ o'clock \_\_.m., at the \_\_\_\_\_, in the City, pursuant to adjournment and the rules of this Council.

The Mayor presided and the roll was called showing the following members of the Council present and absent:

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

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

The City Council further considered proposals received for the proposed Water Treatment Plant Improvements Project and embodied its findings in the resolution next hereinafter referred to.

Council Member \_\_\_\_\_ introduced the resolution next hereinafter set out, and moved that the said resolution be adopted; seconded by Council Member \_\_\_\_\_; and after due consideration thereof by the City Council, the Mayor put the question upon the motion 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 duly adopted.

RESOLUTION NO. 21-085

Resolution awarding contract for the Water Treatment Plant Improvements Project

WHEREAS, pursuant to notice duly posted in the manner and form prescribed by resolution of the City Council of the City of Huxley, Iowa, and as required by law, bids and proposals were received by this Council for the Water Treatment Plant Improvements Project (the "Project"); and

WHEREAS, all of the said bids and proposals have been carefully considered, and it is necessary and advisable that provision be made for the award of the contract for the Project;

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

Section 1. The bid for the Project submitted by the following contractor is fully responsive to the plans and specifications for the Project, is heretofore approved by the City Council, and is the lowest responsible bid received, such bid being as follows:

| <u>Name and Address of Contractor</u> | <u>Amount of Bid</u> |
|---------------------------------------|----------------------|
| <hr/>                                 | \$ <hr/>             |
| <hr/>                                 |                      |
| <hr/>                                 |                      |
| <hr/>                                 |                      |

Section 2. The contract for the Project is hereby awarded to such contractor at the total estimated cost set out above, the final settlement to be made on the basis of the unit prices therein set out and the actual final quantities of each class of materials furnished, the said contract to be subject to the terms of the aforementioned resolution, the notice of hearing and letting, the plans and specifications and the terms of the bidder's written proposal.

Section 3. The Mayor and City Clerk are hereby authorized and ordered to enter into a written contract with said contractor for the Project, said contract not to be binding until approved by resolution of this City Council.

Section 4. The amount of the contractor's performance and/or payment bonds is hereby fixed and determined to be 100% of the amount of the contract.



Section 5. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved \_\_\_\_\_, 2021.

\_\_\_\_\_  
Mayor

Attest:

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

• • • •

On motion and vote, the meeting adjourned.

---

Mayor

Attest:

---

City Clerk

MINUTES OF MEETING TO APPROVE  
CONTRACT AND BONDS

419996-62

Huxley, Iowa

\_\_\_\_\_, 2021

The City Council of the City of Huxley, Iowa, met at the \_\_\_\_\_,  
Huxley, Iowa, at \_\_\_\_\_ o'clock \_\_\_\_\_.m., on \_\_\_\_\_, 2021, pursuant to the rules  
of the Council.

The meeting was called to order by the Mayor and the roll being called, there were present  
the following named Council Members:

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

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

After due consideration and discussion, Council Member \_\_\_\_\_  
introduced and moved the adoption of the resolution next hereinafter set out, the same being a  
resolution approving an executed contract and performance and/or payment bonds for the Water  
Treatment Plant Improvements Project. The motion was seconded by Council Member  
\_\_\_\_\_ and passed with record vote as follows:

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

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

Thereupon, the resolution was declared adopted, as follows:

RESOLUTION NO. September 28

Resolution approving contract and performance and/or payment bonds for the Water Treatment Plant Improvements Project

WHEREAS, the City Council of the City of Huxley, Iowa, has heretofore awarded a contract for the Water Treatment Plant Improvements Project and fixed the amount of the performance and/or payment bonds to be furnished by such contractor, and instructed and authorized the Mayor and City Clerk to execute the said contract on behalf of the City, subject to the approval of the Council; and

WHEREAS, the said contract has been duly signed by the contractor and by the Mayor and City Clerk, and upon examination by this Council the same appears to be in proper form; and

WHEREAS, the contractor has filed satisfactory performance and/or payment bonds in the required amount;

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

Section 1. The aforementioned contract and performance and/or payment bonds are hereby approved and declared to be binding upon the parties thereto.

Section 2. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved \_\_\_\_\_, 2021.

\_\_\_\_\_  
Mayor

Attest:

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

• • • •

There being no further business to come before the meeting, it was upon motion adjourned.

---

Mayor

Attest:

---

City Clerk

**ATTESTATION CERTIFICATE:**

STATE OF IOWA  
STORY COUNTY  
CITY OF HUXLEY

SS:

I, the undersigned, City Clerk of the City of Huxley, Iowa, hereby certify that the attached is a true, correct and complete transcript of the proceedings had and action taken by the City Council up to the present time in connection with the Water Treatment Plant Improvements Project, including a true, correct and complete copy of the resolutions referred to in such minutes.

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

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

MINUTES OF MEETING TO APPROVE  
PLANS AND SPECIFICATIONS, FORM  
OF CONTRACT AND ESTIMATE OF  
COST AND TO CONSIDER BIDS

419996-62 (L)

Huxley, Iowa

September 14, 2021

The City Council of the City of Huxley, Iowa, met at 6:00 p.m., on September 14, 2021, in the Council Chambers, Huxley, Iowa.

The Mayor presided and the roll was called showing the following members of the Council present and absent:

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

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

The Mayor announced that this was the time and place set for hearing on the plans and specifications, form of contract and estimate of cost for the proposed Water Treatment Plant Improvements Project.

Upon investigation, it was found that \_\_\_\_\_ persons had appeared and filed objections to the proposed plans, specifications, form of contract and estimate of cost for the Water Treatment Plant Improvements Project as follows:

**(Insert the word “no” in the blank space above or list here the names of objectors and the types of objections, if any are filed.)**

The City Council heard said objectors and evidence for or against the proposed Water Treatment Plant Improvements Project; whereupon, the Mayor declared the hearing closed.

Council Member \_\_\_\_\_ introduced the following resolution and moved its adoption, seconded by Council Member \_\_\_\_\_; and after due consideration thereof by the City Council, the Mayor put the question upon the motion and the roll being called, the following named Council Members voted:

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

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

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



September 8, 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 proceedings related to the hearing on the plans and specifications, receipt and consideration of construction bids and the award and approval of a contract for the Water System Improvements – Shallow Well No. 7 Project.

The materials attached include the following items:

1. Minutes of the September 14, 2021 City Council meeting covering the hearing on the plans and specifications. If there are no objections filed and if there are no objectors present at the meeting, please insert the word “no” in the blank space provided. If there are objectors, they should be listed with their names and the nature of their objections.
2. Resolution finally approving and confirming plans, specifications and form of contract.
3. Further minutes of the September 14, 2021 City Council meeting to show the filing of the report with respect to the construction bids received for the Project. In the event the City Council desires to consider the proposals for a longer period of time, the minutes include a motion to adjourn the meeting to a later time. If the Council desires to award the contract immediately, this adjournment may be stricken from the minutes by drawing a line through it and the following two paragraphs which convene the subsequent meeting.
4. Resolution awarding the contract and fixing the amount of the performance and/or payment bonds.
5. Minutes of **a later meeting of the City Council**, at which the Council will adopt the resolution approving the contract and performance and/or payment bonds, with the resolution following.
6. Attestation Certificate with respect to the validity of the entire transcript.

As these proceedings are completed, please return one fully executed copy 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

RESOLUTION NO. 21-085

Resolution finally approving and confirming plans, specifications, form of contract and estimate of cost for the Water System Improvements – Shallow Well No. 7 Project

WHEREAS, the City Council of the City of Huxley, Iowa, has heretofore given preliminary approval to the plans, specifications, form of contract and estimate of cost (the “Contract Documents”) for the proposed Water System Improvements – Shallow Well No. 7 Project (the “Project”), as described in the notice of hearing on the Contract Documents for the Project; and

WHEREAS, a hearing has been held on the Contract Documents on September 14, 2021;

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

Section 1. The Contract Documents referred to in the preamble hereof are hereby finally approved, and the prior action of the City Council giving preliminary approval is hereby finally confirmed, and the Project, as provided for in the Contract Documents, is necessary and desirable.

Section 2. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved September 14, 2021.

\_\_\_\_\_  
Mayor

Attest:

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

The Mayor announced that bids for the construction of the Water System Improvements – Shallow Well No. 7 Project had been received before 2:00 p.m., on September 9, 2021, at the City Hall, Huxley, Iowa, and that on the same day, at the same time, at the same place, such bids had been opened and read, and that this was the time and place set for the consideration of such bids.

Thereupon, the results of the bidding were reported, and Veenstra & Kimm, Inc. (the “Project Engineers”) made their recommendations thereon to the City Council. The bids received for the construction of the Water System Improvements – Shallow Well No. 7 Project are as follows:

Name and Address of Bidder

Amount of Bid

**(List here or attach a sheet listing proposals received.)**

It was moved by Council Member \_\_\_\_\_ and seconded by Council Member \_\_\_\_\_ that this meeting be adjourned to \_\_\_\_\_, 2021, at \_\_\_\_\_ o'clock \_\_\_\_\_.m., at the \_\_\_\_\_, Huxley, Iowa, at which time and place the City Council will meet to further consider such proposals.

The Mayor put the question on the motion and the roll being called, the following named Council Members voted:

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

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

Whereupon, the Mayor declared the said motion duly carried and the meeting was adjourned to the said time and place.

\_\_\_\_\_  
Mayor

Attest:

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

MINUTES OF MEETING TO AWARD  
CONTRACT

419996-62

Huxley, Iowa

\_\_\_\_\_, 2021

The City Council of the City of Huxley, Iowa, met on \_\_\_\_\_, 2021, at \_\_\_\_\_ o'clock \_\_.m., at the \_\_\_\_\_, in the City, pursuant to adjournment and the rules of this Council.

The Mayor presided and the roll was called showing the following members of the Council present and absent:

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

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

The City Council further considered proposals received for the proposed Water System Improvements – Shallow Well No. 7 Project and embodied its findings in the resolution next hereinafter referred to.

Council Member \_\_\_\_\_ introduced the resolution next hereinafter set out, and moved that the said resolution be adopted; seconded by Council Member \_\_\_\_\_; and after due consideration thereof by the City Council, the Mayor put the question upon the motion 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 duly adopted.

RESOLUTION NO. 21-086

Resolution awarding contract for the Water System Improvements – Shallow Well  
No. 7 Project

WHEREAS, pursuant to notice duly posted in the manner and form prescribed by resolution of the City Council of the City of Huxley, Iowa, and as required by law, bids and proposals were received by this Council for the Water System Improvements – Shallow Well No. 7 Project (the “Project”); and

WHEREAS, all of the said bids and proposals have been carefully considered, and it is necessary and advisable that provision be made for the award of the contract for the Project;

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

Section 1. The bid for the Project submitted by the following contractor is fully responsive to the plans and specifications for the Project, is heretofore approved by the City Council, and is the lowest responsible bid received, such bid being as follows:

| <u>Name and Address of Contractor</u> | <u>Amount of Bid</u> |
|---------------------------------------|----------------------|
| <hr/>                                 | \$ <hr/>             |
| <hr/>                                 |                      |
| <hr/>                                 |                      |
| <hr/>                                 |                      |
| <hr/>                                 |                      |

Section 2. The contract for the Project is hereby awarded to such contractor at the total estimated cost set out above, the final settlement to be made on the basis of the unit prices therein set out and the actual final quantities of each class of materials furnished, the said contract to be subject to the terms of the aforementioned resolution, the notice of hearing and letting, the plans and specifications and the terms of the bidder’s written proposal.

Section 3. The Mayor and City Clerk are hereby authorized and ordered to enter into a written contract with said contractor for the Project, said contract not to be binding until approved by resolution of this City Council.

Section 4. The amount of the contractor’s performance and/or payment bonds is hereby fixed and determined to be 100% of the amount of the contract.

Section 5. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved \_\_\_\_\_, 2021.

\_\_\_\_\_  
Mayor

Attest:

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



• • • •

On motion and vote, the meeting adjourned.

---

Mayor

Attest:

---

City Clerk

MINUTES OF MEETING TO APPROVE  
CONTRACT AND BONDS

419996-62

Huxley, Iowa

\_\_\_\_\_, 2021

The City Council of the City of Huxley, Iowa, met at the \_\_\_\_\_,  
Huxley, Iowa, at \_\_\_\_\_ o'clock \_\_\_\_\_.m., on \_\_\_\_\_, 2021, pursuant to the rules  
of the Council.

The meeting was called to order by the Mayor and the roll being called, there were present  
the following named Council Members:

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

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

After due consideration and discussion, Council Member \_\_\_\_\_  
introduced and moved the adoption of the resolution next hereinafter set out, the same being a  
resolution approving an executed contract and performance and/or payment bonds for the Water  
System Improvements – Shallow Well No. 7 Project. The motion was seconded by Council  
Member \_\_\_\_\_ and passed with record vote as follows:

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

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

Thereupon, the resolution was declared adopted, as follows:

RESOLUTION NO. \_\_\_\_\_

Resolution approving contract and performance and/or payment bonds for the  
Water System Improvements – Shallow Well No. 7 Project

WHEREAS, the City Council of the City of Huxley, Iowa, has heretofore awarded a contract for the Water System Improvements – Shallow Well No. 7 Project and fixed the amount of the performance and/or payment bonds to be furnished by such contractor, and instructed and authorized the Mayor and City Clerk to execute the said contract on behalf of the City, subject to the approval of the Council; and

WHEREAS, the said contract has been duly signed by the contractor and by the Mayor and City Clerk, and upon examination by this Council the same appears to be in proper form; and

WHEREAS, the contractor has filed satisfactory performance and/or payment bonds in the required amount;

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

Section 1. The aforementioned contract and performance and/or payment bonds are hereby approved and declared to be binding upon the parties thereto.

Section 2. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved \_\_\_\_\_, 2021.

\_\_\_\_\_  
Mayor

Attest:

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

• • • •

There being no further business to come before the meeting, it was upon motion adjourned.

---

Mayor

Attest:

---

City Clerk

**ATTESTATION CERTIFICATE:**

STATE OF IOWA  
STORY COUNTY  
CITY OF HUXLEY

SS:

I, the undersigned, City Clerk of the City of Huxley, Iowa, hereby certify that the attached is a true, correct and complete transcript of the proceedings had and action taken by the City Council up to the present time in connection with the Water System Improvements – Shallow Well No. 7 Project, including a true, correct and complete copy of the resolutions referred to in such minutes.

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

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

MINUTES OF MEETING TO APPROVE  
PLANS AND SPECIFICATIONS, FORM  
OF CONTRACT AND ESTIMATE OF  
COST AND TO CONSIDER BIDS

419996-62 (L)

Huxley, Iowa

September 14, 2021

The City Council of the City of Huxley, Iowa, met at 6:00 p.m., on September 14, 2021, in the Council Chambers, Huxley, Iowa.

The Mayor presided and the roll was called showing the following members of the Council present and absent:

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

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

The Mayor announced that this was the time and place set for hearing on the plans and specifications, form of contract and estimate of cost for the proposed Water System Improvements – Shallow Well No. 7 Project.

Upon investigation, it was found that \_\_\_\_\_ persons had appeared and filed objections to the proposed plans, specifications, form of contract and estimate of cost for the Water System Improvements – Shallow Well No. 7 Project as follows:

**(Insert the word “no” in the blank space above or list here the names of objectors and the types of objections, if any are filed.)**

The City Council heard said objectors and evidence for or against the proposed Water System Improvements – Shallow Well No. 7 Project; whereupon, the Mayor declared the hearing closed.

Council Member \_\_\_\_\_ introduced the following resolution and moved its adoption, seconded by Council Member \_\_\_\_\_; and after due consideration thereof by the City Council, the Mayor put the question upon the motion and the roll being called, the following named Council Members voted:

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

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

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



# VEENSTRA & KIMM, INC.

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

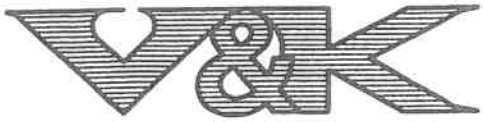
## BID SUMMARY

Project: Water Treatment Plant Improvements  
Huxley, Iowa

Bid Date: Thursday, September 9, 2021, 2:00 P.M.

| CONTRACTOR      | BID BOND (x) | ADD. No. 1 (x) | ADD. No. 2 (x) | ADD. No. 3 (x) | BIDDERS STATUS FORM (x) | BASE BID                  | ALTERNATE A WESTECH    | ALTERNATE B TONKA        |
|-----------------|--------------|----------------|----------------|----------------|-------------------------|---------------------------|------------------------|--------------------------|
| Shenck Const.   | X            | x              | x              | x              | X                       | 10,321,376. <sup>00</sup> | 790,124. <sup>00</sup> | 623,500. <sup>00</sup>   |
| Woodruff        | X            |                |                |                | X                       | 10,053,700. <sup>00</sup> | 941,700. <sup>00</sup> | 981,700. <sup>00</sup>   |
| BrzB            | X            | x              | x              | x              | X                       | 10,994,000. <sup>00</sup> | 966,600. <sup>00</sup> | 1,033,100. <sup>00</sup> |
| Peterson Const. | X            |                |                |                |                         | 10,367,000. <sup>00</sup> | 840,000. <sup>00</sup> | 876,000. <sup>00</sup>   |
|                 |              |                |                |                |                         |                           |                        |                          |
|                 |              |                |                |                |                         |                           |                        |                          |
|                 |              |                |                |                |                         |                           |                        |                          |
|                 |              |                |                |                |                         |                           |                        |                          |
|                 |              |                |                |                |                         |                           |                        |                          |





# VEENSTRA & KIMM, INC.

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

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

## BID SUMMARY

Project: Water System Improvements – Shallow Well 7  
Huxley, Iowa

Bid Date: Thursday, September 9, 2021, 2:00 P.M.

| CONTRACTOR | BID<br>BOND<br>(x) | BIDDERS<br>STATUS<br>FORM (x) | ADD.<br>No. 1 (x) | TOTAL BID  |
|------------|--------------------|-------------------------------|-------------------|------------|
| Rieschick  | X                  | X                             |                   | 605,194.35 |
| Keller     | X                  | X                             |                   | 630,419.30 |
| Cahoy      | X                  | X                             |                   | 668,640.00 |
| Northway   | X                  | X                             |                   | 593,514.00 |
|            |                    |                               |                   |            |
|            |                    |                               |                   |            |
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|            |                    |                               |                   |            |

## 28E AUTOMATIC AID AGREEMENT

This AUTOMATIC AID AGREEMENT ("Agreement") is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2021 by and between the City of Huxley, Iowa and the City of Kelley, Iowa.

### **RESPONSE AREA**

1. **Response Area - Geographic Limits.** This Agreement shall apply to all incidents requiring the need of emergency medical services (EMS), including requests for emergency medical services, reported hazardous materials incidents, motor vehicle crashes (with or without injuries) and any other incident ("Emergency Incidents") where the first response is provided by emergency medical services personnel. This Agreement applies to all Emergency Incidents received by the Kelley Fire or 9-1-1 within the corporate city limits and Washington Township that lie south of 265<sup>th</sup> Street, west of 530<sup>th</sup> Avenue and south of 270<sup>th</sup> Street

Note: For purposes of this Agreement, the boundary will include both sides of the road ways and any property contiguous to either side of the roadways.

2. **Situations Where Aid is Provided.** All calls for emergency medical services within the defined automatic aid agreement area shall result in an automatic, simultaneous response from emergency medical services. To accomplish this, the Story County Communications Center shall dispatch the emergency medical services personnel located at Huxley, Iowa. This automatic aid Agreement shall be in effect 24 hours a day, seven days a week. In any situation where Huxley Emergency Medical Services Ambulance cannot respond, Mary Greeley ambulance will be dispatched.
3. **Reimbursement for Costs.** Kelley shall be required to reimburse Huxley for the use of its supplies in the providing of services set forth in this Agreement. Under this Agreement, Huxley may bill insurance for all other cost associated with providing the services set forth in the Agreement. A \$50 charge per call will be paid to Huxley by Kelley under this Agreement.

### **PARAMEDIC TIERED RESPONSE SPECIFIC**

Under this Agreement, Huxley may provide paramedic level tiered response or ambulance transport when requested. The transporting service shall bill the patient on every patient transport. Huxley will maintain compliance with applicable reimbursement laws.

1. **Request for Tiered Response.** Requests for a tiered response shall be made through the Story County Communications Center.
2. **Responsibility.** Huxley shall maintain responsibility for the actions of its personnel when functioning under the direction of a paramedic qualified employee of either

department as long as the direction provided does not violate the Iowa Department of Public Health, Bureau of EMS, Scope of Practice for EMS Providers or applicable law.

3. **Ambulance Transport.** Ambulance transport shall be provided by the City of Huxley.
4. **Payment.** When Paramedic Tiered Response Service is provided the department requesting the tier shall reimburse the tiering agency a sum of \$200.00 per event. When possible, disposable supplies shall be provided by the transporting service.

### **PARAMEDIC INTEROPERABILITY**

Huxley has developed Standard Operating Procedures/Protocols approved by the department's medical director that allows paramedic qualified personnel to utilize its services patient care equipment including the monitor/defibrillator, intravenous and pharmacy supplies while functioning under department protocols.

Beginning the date of execution of this Agreement, all Kelley first responders who have been duly approved through standard Huxley Fire Rescue processes shall join Huxley first responders for all personnel training and exercises.

### **AUTOMATIC AID ENGINE COMPANY RESPONSE**

As part of this Agreement, both Huxley and Kelley will respond when available with a staffed engine company to all reported or confirmed structure fires at locations within either departments fire district. The dispatch of the auto-aid engine company will be made with the initial dispatch to the reported fire by the Story County Communications Center.

### **PERSONNEL AND EQUIPMENT**

The Kelley Fire Chief and the Huxley Fire Chief shall establish a response plan regarding the deployment of personnel and equipment in responding to Emergency Incidents under this Agreement. In virtually all cases, responses will be consistent with the established Story County Tiered Emergency Assets Management System (TEAMS) response cards. Any other required personnel and/or equipment will be determined by the incident Commander in his or her sole discretion. If first arriving responders determine that they can handle the incident with their own available resources, then they shall return the still responding units.

### **LIABILITY/INDEMNIFICATION**

Each party waives all claims against the other party for compensation for any property loss or damage, and/or personal injury or death occurring as a consequence of the performance of this Agreement. Each party shall bear the liability and/or cost of damage to its equipment and the death of, or injury to, its personnel, whether the death, injury or damage occurs at an emergency within the described boundary. To the extent allowed by law, each department shall indemnify, defend and hold harmless all other parties for damages, claims, demands, suits, judgments, costs

and expenses arising from loss of or damage to private property and/or the death of or injury to private persons whether caused by either department responding within the parameters of this Agreement. Provided, however, nothing contained herein shall expand the immunity of a party granted to it by law.

Each party waives all claims against the other party for compensation for any property loss or damage, and/or personal injury or death occurring as a consequence of any negligent acts, conduct, instructions or commands given by the individual that assumes command (Incident Commander) at any Emergency Incident. This provision shall not apply to any acts, conduct, instructions or commands given by an officer in the capacity of Incident Commander, which are later determined at anytime to have been grossly negligent, willful, wanton or reckless.

### **TERMINATION**

Either party may withdraw from this Agreement by giving sixty (60) days written notice to the other party by certified mail.

### **PRIOR AGREEMENTS**

This Agreement supersedes any other previous Agreements, either written or verbal, that may have existed to define the response of the two fire departments in this area.

#### **CITY OF HUXLEY, IOWA**

By: \_\_\_\_\_  
Kevin Deaton, Mayor

Attest:

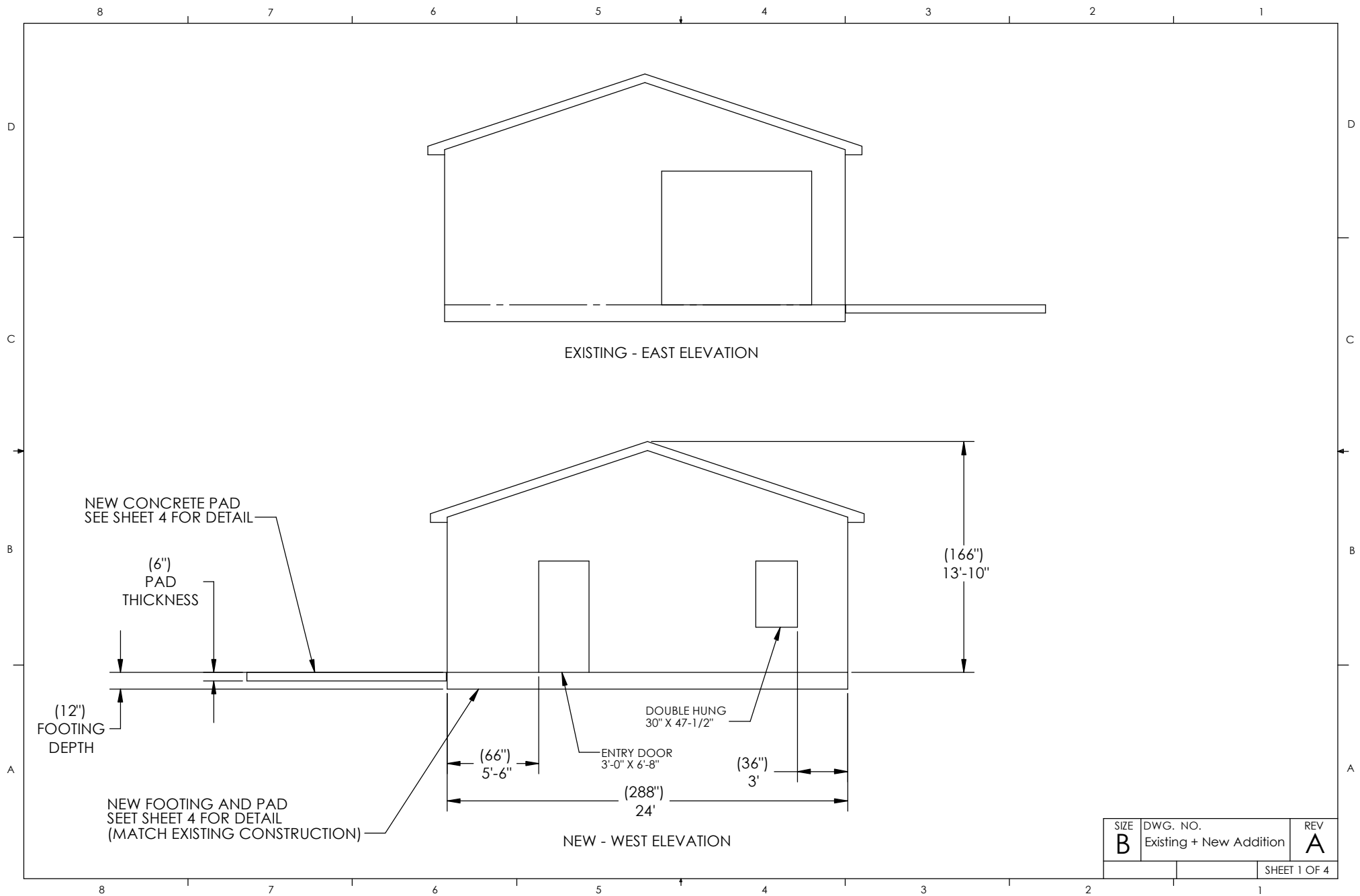
By: \_\_\_\_\_  
Jolene Lettow, City Clerk

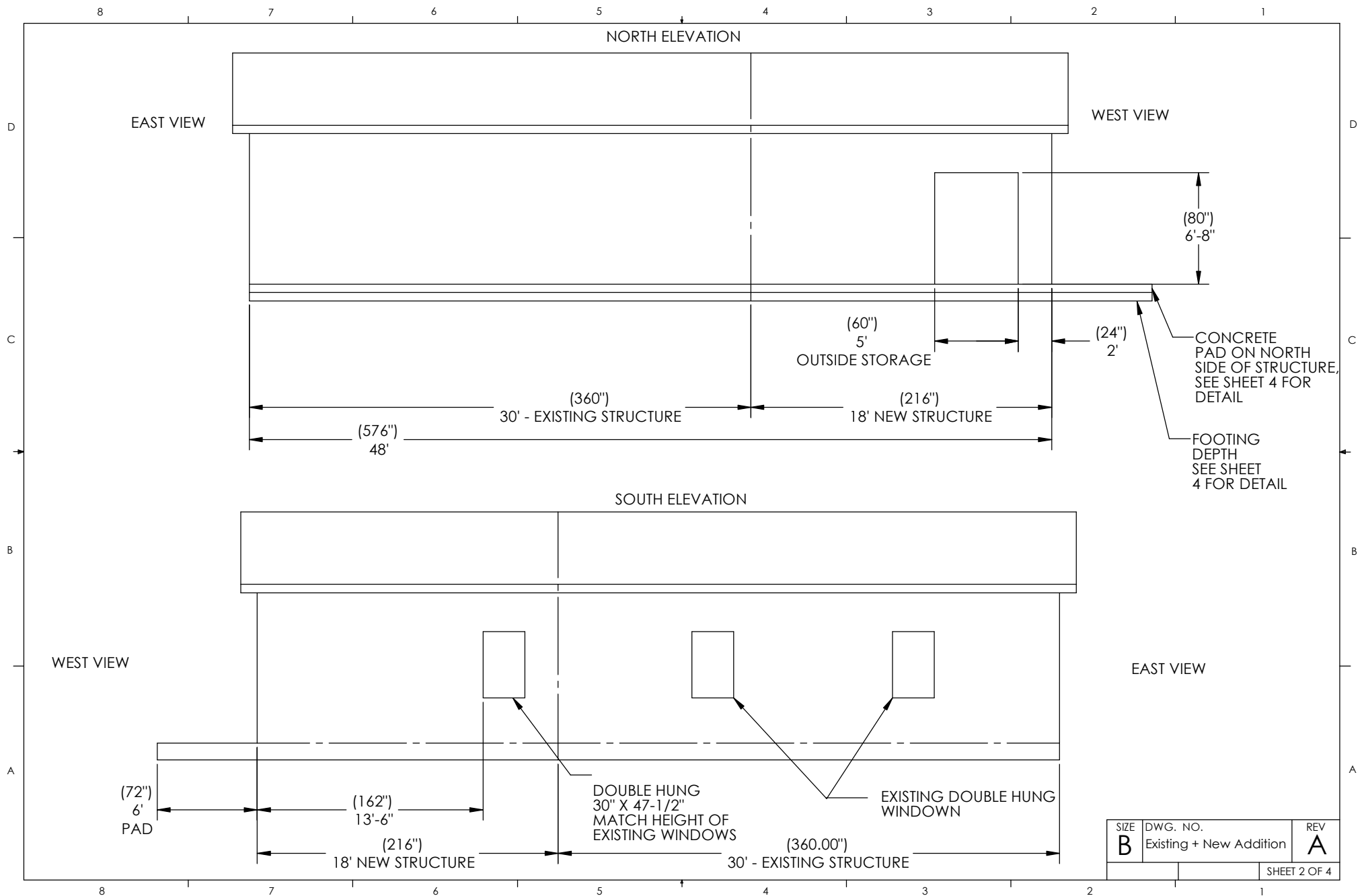
#### **KELLEY, IOWA**

By: \_\_\_\_\_  
Kenneth L. Kling, Mayor

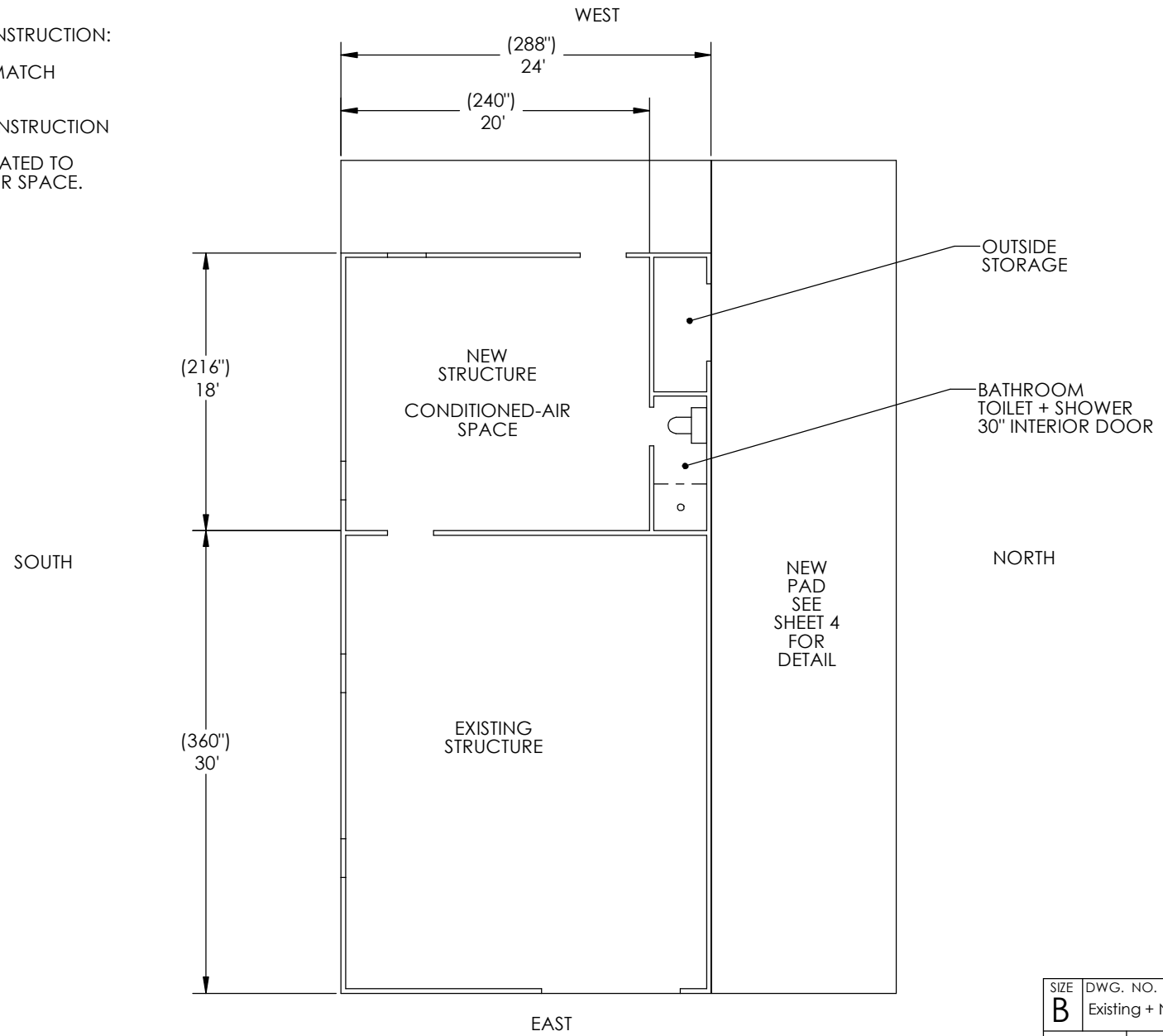
Attest:

By: \_\_\_\_\_  
Jennifer Davies, City Clerk

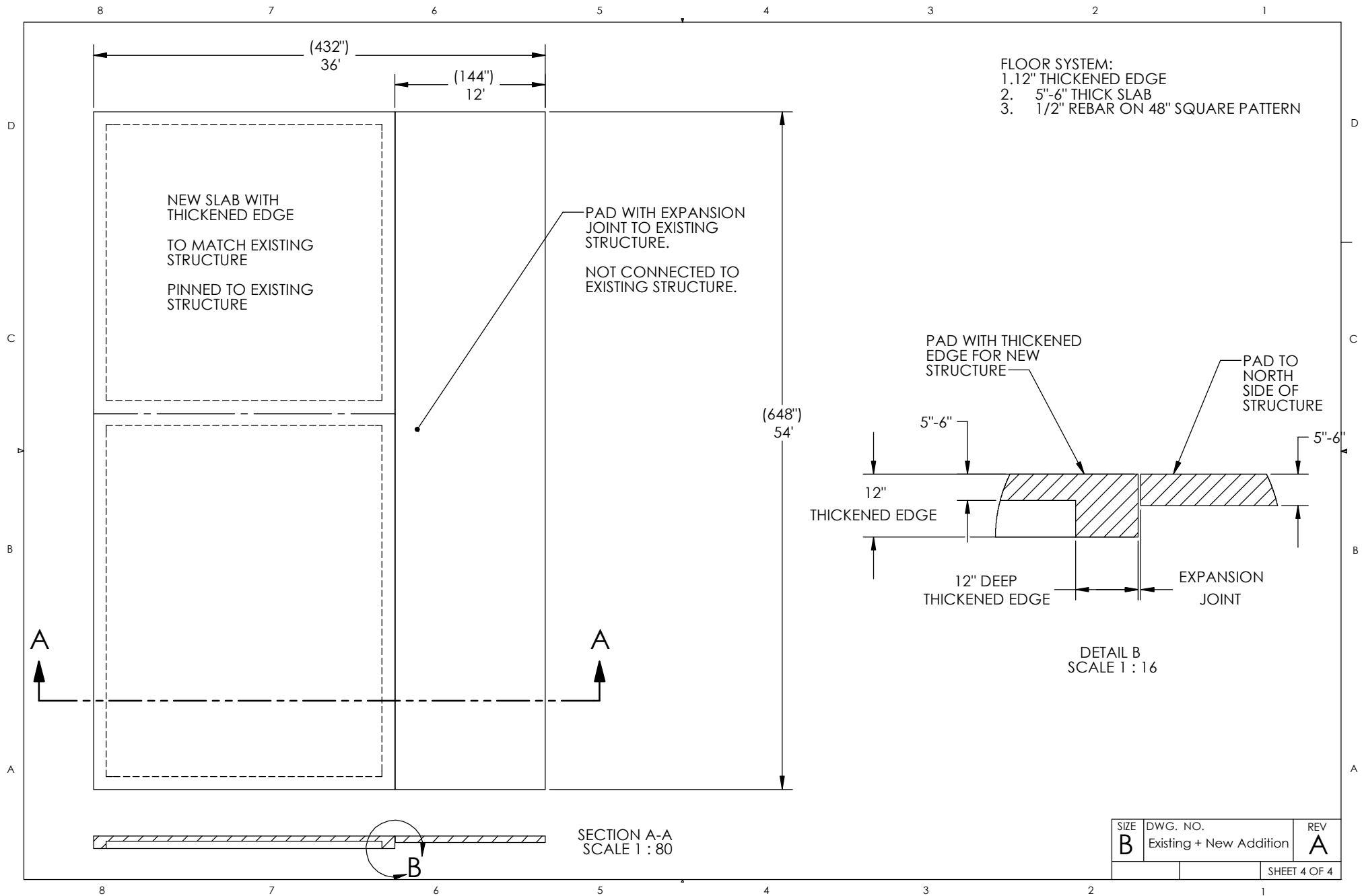




WALLS AND CEILING INSULATED TO SUPPORT CONDITIONED AIR SPACE.



|                  |                                     |                 |
|------------------|-------------------------------------|-----------------|
| SIZE<br><b>B</b> | DWG. NO.<br>Existing + New Addition | REV<br><b>A</b> |
|                  |                                     | SHEET 3 OF 4    |

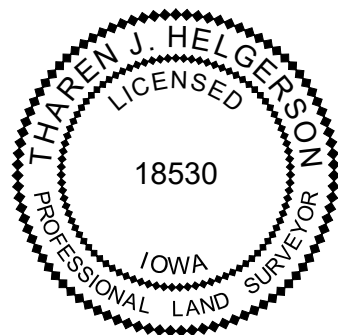




| INDEX LEGEND                                                                                                              |                    |
|---------------------------------------------------------------------------------------------------------------------------|--------------------|
| COUNTY:                                                                                                                   | STORY COUNTY, IOWA |
| CITY:                                                                                                                     | HUXLEY             |
| LOCATION:                                                                                                                 |                    |
| SEC 25 - TWP 82 NORTH - RGE 24 WEST, SE 1/4                                                                               |                    |
| REQUESTED BY:                                                                                                             |                    |
| TIM ELLIOTT<br>658 MEADOW CIRCLE<br>HUXLEY, IOWA 50124<br>(515) 360-5124                                                  |                    |
| PROPRIETOR:                                                                                                               |                    |
| HARRIET SHELDAHL<br>108 S 5TH AVE<br>HUXLEY, IOWA 50124                                                                   |                    |
| SURVEYOR:                                                                                                                 |                    |
| THAREN J. HELGERSON, PLS #18530                                                                                           |                    |
| SURVEY COMPANY:                                                                                                           |                    |
| NILLES ASSOCIATES, INC.                                                                                                   |                    |
| RETURN TO:                                                                                                                |                    |
| THAREN J. HELGERSON,<br>NILLES ASSOCIATES, INC.<br>1250 SW STATE STREET, SUITE A<br>ANKENY, IOWA 50023 PH: (515) 965-0123 |                    |

| LEGEND |                                                                 |
|--------|-----------------------------------------------------------------|
| ▲      | Found section corner monument as noted                          |
| △      | Set section corner with copper monument stamped "PLS 18530"     |
| ○      | Set monument 5/8" IR with red cap #18530 unless otherwise noted |
| IR     | Round iron rebar (outside diameter)                             |
| IP     | Round iron pipe (outside diameter)                              |
| (R)    | Record dimension                                                |
| R.O.W. | Right - of - way                                                |
| P.O.B. | Point of Beginning                                              |
| —————  | Subject boundary line                                           |
| -----  | Section line                                                    |
| -----  | Existing boundary line                                          |
| -----  | Existing easement line                                          |

CERTIFICATION



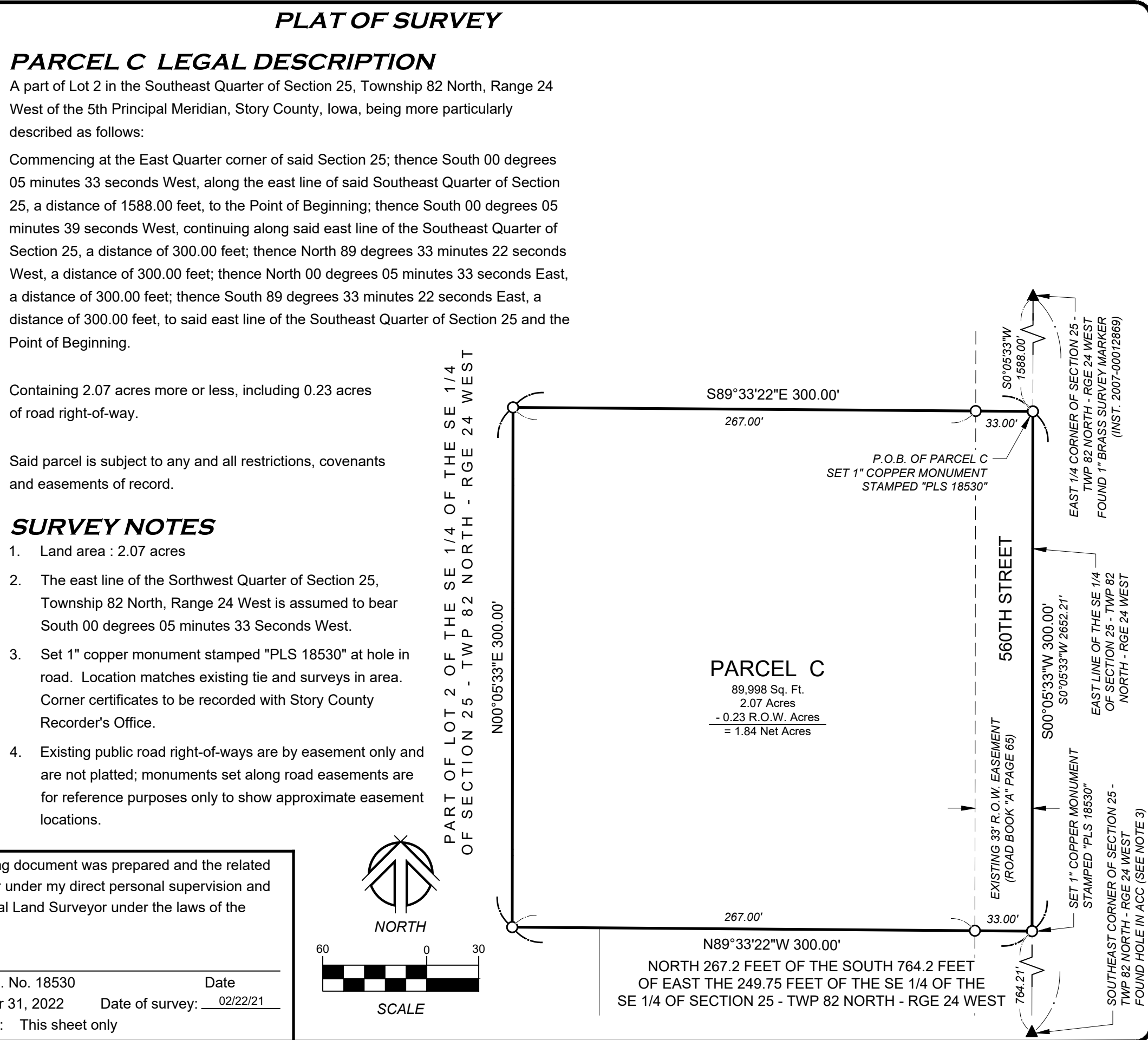
I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly Licensed Professional Land Surveyor under the laws of the State of Iowa.

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

Name: Tharen J. Helgerson, P.L.S. No. 18530

My license renewal date is December 31, 2022 Date of survey: 02/22/21

Pages or sheets covered by this seal: This sheet only



## Calls For Service by Nature

### Code

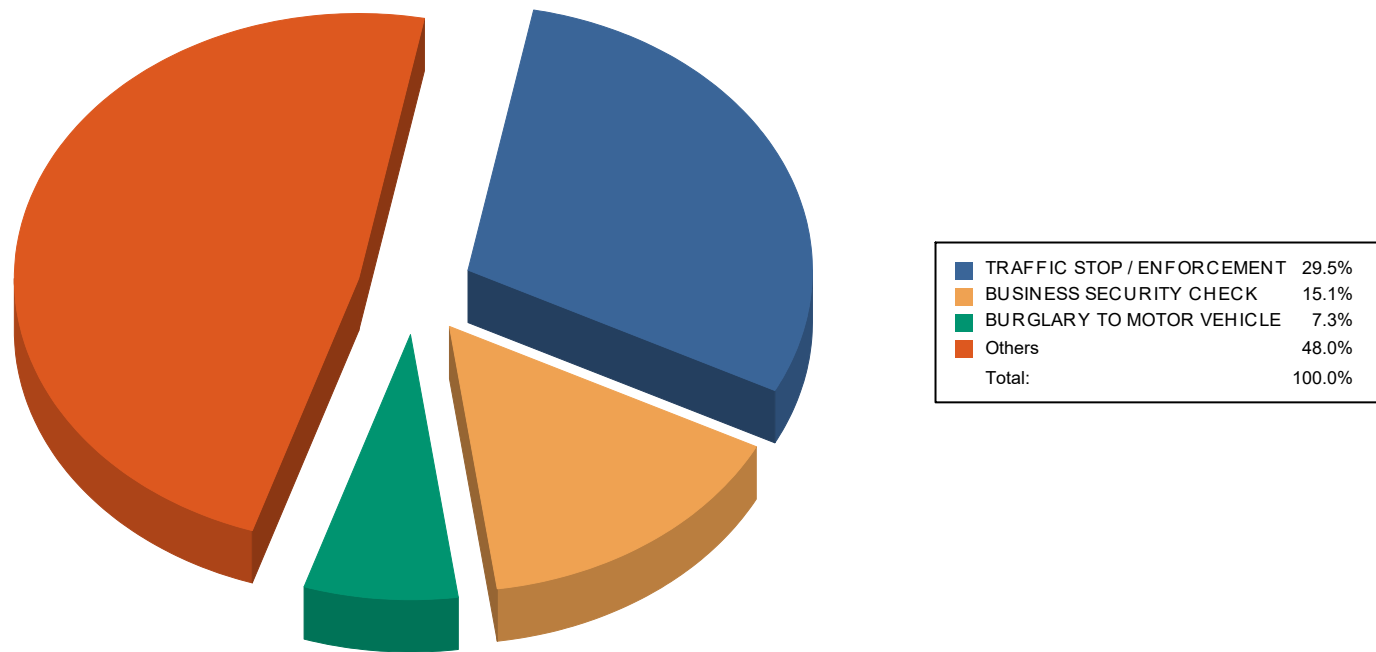
Huxley Police

|                                |                |    |                      |        |
|--------------------------------|----------------|----|----------------------|--------|
| 911 HANG UP / INCOMPLETE CALL  | Number of CFS: | 1  | Percentage of Total: | 0.16%  |
| ANIMAL CALL                    | Number of CFS: | 15 | Percentage of Total: | 2.34%  |
| ATTEMPT SUICIDE / SUICIDE      | Number of CFS: | 1  | Percentage of Total: | 0.16%  |
| BURGLARY / ATTEMPTED BURGLARY  | Number of CFS: | 1  | Percentage of Total: | 0.16%  |
| BURGLARY TO MOTOR VEHICLE      | Number of CFS: | 47 | Percentage of Total: | 7.33%  |
| BUSINESS SECURITY CHECK        | Number of CFS: | 97 | Percentage of Total: | 15.13% |
| CAR SEAT CHECK OR INSTALLATION | Number of CFS: | 1  | Percentage of Total: | 0.16%  |
| CHEMICAL SPILL/ODOR            | Number of CFS: | 1  | Percentage of Total: | 0.16%  |
| CHILD WELFARE CHECK            | Number of CFS: | 2  | Percentage of Total: | 0.31%  |
| CITIZEN CONTACT                | Number of CFS: | 1  | Percentage of Total: | 0.16%  |
| CITY CODE ENFORCEMENT          | Number of CFS: | 13 | Percentage of Total: | 2.03%  |
| CIVIL MATTER                   | Number of CFS: | 4  | Percentage of Total: | 0.62%  |
| CRIME FREE HOUSING CHECK       | Number of CFS: | 6  | Percentage of Total: | 0.94%  |
| DEATH INVESTIGATION            | Number of CFS: | 1  | Percentage of Total: | 0.16%  |
| DISORDERLY CONDUCT             | Number of CFS: | 2  | Percentage of Total: | 0.31%  |
| DISTURBANCE & NOISE PARTY      | Number of CFS: | 2  | Percentage of Total: | 0.31%  |
| DOMESTIC DISPUTE               | Number of CFS: | 1  | Percentage of Total: | 0.16%  |
| DRUG ACTIVITY/INVESTIGATION    | Number of CFS: | 1  | Percentage of Total: | 0.16%  |
| FINGER PRINTING                | Number of CFS: | 23 | Percentage of Total: | 3.59%  |
| FIRE ALARM                     | Number of CFS: | 2  | Percentage of Total: | 0.31%  |
| FOLLOW UP                      | Number of CFS: | 14 | Percentage of Total: | 2.18%  |
| GENERAL ALARM BANK / RESIDENTI | Number of CFS: | 6  | Percentage of Total: | 0.94%  |
| GENERAL INFO/COMPLAINT/ASSIST  | Number of CFS: | 29 | Percentage of Total: | 4.52%  |
| HARASSMENT                     | Number of CFS: | 4  | Percentage of Total: | 0.62%  |
| HIT & RUN PROPERTY DAMAGE      | Number of CFS: | 1  | Percentage of Total: | 0.16%  |
| JUVENILE TROUBLE               | Number of CFS: | 7  | Percentage of Total: | 1.09%  |
| LAW DEPARTMENT ASSIST          | Number of CFS: | 5  | Percentage of Total: | 0.78%  |
| LINES DOWN                     | Number of CFS: | 1  | Percentage of Total: | 0.16%  |
| LOST OR FOUND PROPERTY         | Number of CFS: | 5  | Percentage of Total: | 0.78%  |
| MEDICAL ASSIST/AMBULANCE CALL  | Number of CFS: | 17 | Percentage of Total: | 2.65%  |
| MOTOR VEH CRASH/PROP DAMAGE    | Number of CFS: | 6  | Percentage of Total: | 0.94%  |
| MOTORIST ASSISTANCE            | Number of CFS: | 9  | Percentage of Total: | 1.40%  |
| OPEN DOOR                      | Number of CFS: | 5  | Percentage of Total: | 0.78%  |
| OPERATING WHILE INTOXICATED    | Number of CFS: | 5  | Percentage of Total: | 0.78%  |
| OUTREACH                       | Number of CFS: | 1  | Percentage of Total: | 0.16%  |
| PARKING ENFORCEMENT/COMPLAINT  | Number of CFS: | 16 | Percentage of Total: | 2.50%  |
| RECKLESS DRIVER                | Number of CFS: | 14 | Percentage of Total: | 2.18%  |

|                                |                |     |                      |        |
|--------------------------------|----------------|-----|----------------------|--------|
| RESIDENCE CHECK                | Number of CFS: | 1   | Percentage of Total: | 0.16%  |
| SALVAGE VEHICLE INSPECTION     | Number of CFS: | 25  | Percentage of Total: | 3.90%  |
| SCAM                           | Number of CFS: | 4   | Percentage of Total: | 0.62%  |
| SUSPICIOUS PERSON/VEH/ACTIVITY | Number of CFS: | 31  | Percentage of Total: | 4.84%  |
| THEFT / FRAUD / FORGERY        | Number of CFS: | 3   | Percentage of Total: | 0.47%  |
| THEFT OF MOTOR VEHICLE         | Number of CFS: | 2   | Percentage of Total: | 0.31%  |
| TRAFFIC HAZARD                 | Number of CFS: | 8   | Percentage of Total: | 1.25%  |
| TRAFFIC STOP / ENFORCEMENT     | Number of CFS: | 189 | Percentage of Total: | 29.49% |
| TRESPASS                       | Number of CFS: | 1   | Percentage of Total: | 0.16%  |
| TRUANCY                        | Number of CFS: | 1   | Percentage of Total: | 0.16%  |
| VANDALISM / CRIMINAL MISCHIEF  | Number of CFS: | 1   | Percentage of Total: | 0.16%  |
| VEHICLE IN DITCH               | Number of CFS: | 1   | Percentage of Total: | 0.16%  |
| VEHICLE UNLOCK                 | Number of CFS: | 1   | Percentage of Total: | 0.16%  |
| WELFARE CHECK                  | Number of CFS: | 6   | Percentage of Total: | 0.94%  |

|            |     |
|------------|-----|
| Total CFS: | 641 |
|------------|-----|

## Percentage of CFS by Nature Code



City of Cambridge  
Huxley Police Department  
Report for August 2021

**August 1<sup>st</sup>, 2021, 12:25 AM**

Officer responded to the Cambridge Apartments on Sycamore Street for a report of Criminal Mischief. Video footage showed two males take down a sign in the yard area, scratch the victim's vehicle, and then attempt to enter a locked room before fleeing the scene. The males could not be identified by the video provided. Search of the area did not produce any suspects.

**August 11<sup>th</sup>, 2021**

Officer received two burglary complaints at the 500 block of Pearl. Vehicles were entered and items such as wallets, key fobs, etc. were taken. Investigation is ongoing.

**August 19<sup>th</sup>, 5:41 PM**

Officer received a complaint of a vehicles that were broken into at the 600 block of Pearl Street and the 100 block of River. A purse, credit cards, license, and other items were taken. There was no forced entry as the vehicles were left unlocked.

Gerry Stoll

Chief of Police

City of Huxley  
Huxley Police Department  
Report for August 2021

**August 1<sup>st</sup>, 2021, 12:25 AM**

Officer responded to the Cambridge Apartments on Sycamore Street for a report of Criminal Mischief. Video footage showed two males take down a sign in the yard area, scratch the victim's vehicle, and then attempt to enter a locked room before fleeing the scene. The males could not be identified by the video provided. Search of the area did not produce any suspects.

**August 1<sup>st</sup>, 2021, 1:47 PM**

Officer responded to a theft report at the 300 block of Highway 69. Four tires were taken from the victim's vehicle while it was at an auto shop sometime during the past 12 hours.

**August 2<sup>nd</sup>, 2021, 9:35 PM**

Officer responded to a domestic altercation at the 300 block of Main. The male half declined charges after being chased out of the home with a broom. Female half elected to stay at another residence for the evening.

**August 4<sup>th</sup>, 2021, 10:11 AM**

Officer received a fraud / scam complaint at the 500 block of E 1<sup>st</sup> Street. A Huxley man was contacted by an unknown individual claiming to be a part of the DEA. The victim purchased \$1500 in gift cards and sent the numbers to the suspect over the phone.

**August 10<sup>th</sup>, 2021, 2:05 PM**

Officer responded to an unattended death at the 700 block of Timberlane.

**August 10<sup>th</sup>, 2021, 11:14 PM**

Officer responded to a domestic altercation at the 500 block of E 1<sup>st</sup> Street. The altercation was verbal, and the male half elected to stay at a different residence in Des Moines.

**August 11<sup>th</sup>, 2021**

Officers received multiple complaints of vehicle break ins and a stolen vehicle near the area of Meadow Brook Place, Meadow Lane, and Meadow Circle. Items stolen from within the vehicles include laptops, wallets, cash, gift cards, debit cards, credit cards, etc. No forced entry to any of the vehicles, all were left unlocked. Investigation is ongoing and several area agencies are assisting one another as several jurisdictions had similar complaints.

**August 11<sup>th</sup>, 2021**

Officer received two burglary complaints at the 500 block of Pearl. Vehicles were entered and items such as wallets, key fobs, etc. were taken. Investigation is ongoing.

**August 11<sup>th</sup>, 2021, 2:20 PM**

Officer arrested an Ames man for OWI 3<sup>rd</sup> after he had been called in by passing motorists as being possibly intoxicated near the Palestine Church. He was transported to the Story County Jail in Nevada.

**August 13<sup>th</sup>, 2021, 5:43 PM**

Officer responded to a two vehicle accident on Interstate 35 near the 102 Mile Marker. A vehicle rear ended another causing disabling damage. No injuries.

**August 14<sup>th</sup>, 2021, 1:30 PM**

Officer received a scam complaint at the 700 block of Timberlane. A Huxley resident was contacted on the phone and talked into buying a \$500 gift card and then gave the numbers from the card to the suspect.

**August 14<sup>th</sup>, 2021, 6:44 PM**

Officer stopped a vehicle for a traffic violation on Highway 210 near 560<sup>th</sup>. The driver of the vehicle, a 29 year old Des Moines man, had a warrant for his arrest out of Polk County. He was taken into custody and given to a Polk County Deputy near the county line.

**August 15<sup>th</sup>, 2021, 2:44 AM**

Officer stopped a vehicle for a traffic violation on Highway 69 near E 4<sup>th</sup> Street. The driver of the vehicle, a 28 year old West Des Moines man, was arrested for OWI. He was transported to the Story County Jail in Nevada.

**August 17<sup>th</sup>, 2021, 11:25 AM**

Officer opened an investigation into a daughter, who is a caretaker, that was taking money from her mother.

**August 17<sup>th</sup>, 2021, 5:41 PM**

Officer received a theft complaint at the 1300 block of Sand Cherry. The victim reported that two of his credit cards had been charged during the past 5 days that were not made by him.

**August 18<sup>th</sup>, 2021, 7:55 PM**

Officer responded to the Kum and Go on Highway 210 for a possible intoxicated driver. Contact was made with an Ames woman who was arrested for OWI and transported to the Story County Jail in Nevada.

**August 19<sup>th</sup>, 2021**

Officers received several reports of vehicles that had been broken into near the Park Ridge, Prairie Ridge, and Larson area. Items such as wallets, cash, electronics, purses, etc. were taken. No forced entry as none of the vehicles were locked.

**August 19<sup>th</sup>, 2021, 5:47 PM**

Office received a call of an intoxicated male that had left a medical facility in Nevada and on the way to his residence at the 200 block of Oak in Huxley. The male was located and later arrested for OWI 3<sup>rd</sup>. He was transported to the Story County Jail in Nevada.

**August 19<sup>th</sup>, 5:41 PM**

Officer received a complaint of a vehicles that were broken into at the 600 block of Pearl Street and the 100 block of River. A purse, credit cards, license, and other items were taken. There was no forced entry as the vehicles were left unlocked.

**August 19<sup>th</sup>, 2021, 10:45 PM**

Officer was asked to check the welfare of a Huxley resident at the 100 block of Deerwood. A Huxley resident was taken to the hospital for treatment.

**August 19<sup>th</sup>, 2021, 11:36 PM**

Officer responded to a disturbance at the corner of 5<sup>th</sup> Ave and W 1<sup>st</sup> Street. A 51 year old Huxley man was arrested for Public Intoxication. He was transported to the Story County Jail in Nevada.

**August 23<sup>rd</sup>, 2021, 5:01 PM**

Officer responded to an accident at the 300 block of Main. A vehicle was backing out of a driveway and struck a parked vehicle causing approximately \$2000 in damage. No injuries.

**August 25<sup>th</sup>, 2021, 4:44 PM**

Officer stopped a vehicle for a traffic violation on the 500 block of E 4<sup>th</sup> Street. The driver of the vehicle, a 39 year old Colo man, had a warrant for his arrest out of Ames PD. He was taken into custody and handed over to Ames Police Department.

**August 30<sup>th</sup>, 2021, 7:26 AM**

Officer assisted a mother at the 600 block of E 4<sup>th</sup> with a truancy issue.

**August 30<sup>th</sup>, 2021, 9:08 AM**

Officer was contacted by the school to address a truancy issue involving three students at the 100 block of E 3<sup>rd</sup>. The students were taken to the school.

**August 30<sup>th</sup>, 2021, 5:20 PM**

Officer responded to the 500 block of E 1<sup>st</sup> Street for an out of control juvenile. The officer was able to assist the parent and calm the juvenile.

**August 30<sup>th</sup>, 2021, 5:30 PM**

Officer responded to a complaint of juveniles throwing rocks at people and cars at the 200 block of Oak Blvd. the children ran inside prior to officer arrival and were never identified.



**August 30<sup>th</sup>, 2021, 3:57 PM**

Officer responded to a scam complaint at the 500 block of Oak Blvd. A suspect caller, who identified himself as an Amazon employee may have hacked into the victim's phone. Under investigation.

Gerry Stoll

Chief of Police

# Unmanned Aerial System

## 606.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval and dissemination of images and data captured by the UAS.

### 606.1.1 DEFINITIONS

Definitions related to this policy include:

**Unmanned aerial system (UAS)** - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as an unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording or any other means.

## 606.2 POLICY

A UAS may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

## 606.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to Federal Aviation Administration (FAA) altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy (e.g., residence, yard, enclosure). Operators and observers shall take reasonable precautions to avoid inadvertently recording or transmitting images of areas where there is a reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

## 606.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that policies and procedures conform to current laws, regulations and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies and procedures regarding use of the UAS.
- Developing uniform protocols for submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents.

### *Unmanned Aerial System*

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Deployment of a UAS shall require written authorization of the Chief of Police or the authorized designee, depending on the type of mission.

- Developing protocols for conducting criminal investigations involving a UAS, including documentation of time spent monitoring a subject.
- Implementing a system for public notification of UAS deployment.
- Developing operational protocols governing the deployment and operation of a UAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures and secure communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, particularly regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.

#### **606.5 USE OF UAS**

Only authorized operators who have completed the required training shall be permitted to operate the UAS.

Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible in viewing areas only where there is no protectable privacy interest or when in compliance with a search warrant or court order. In all other instances, legal counsel should be consulted.

UAS operations should only be conducted during daylight hours and a UAS should not be flown over populated areas without FAA approval.

A UAS shall not be used:

- (a) For traffic law enforcement (Iowa Code § 321.492B).
- (b) To gather evidence or other information in an investigation unless (Iowa Code § 808.15):

## *Unmanned Aerial System*

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1. There is a search warrant authorizing the use of a UAS.
2. The information is otherwise obtained in a manner that is consistent with state and federal law.

### **606.6 PROHIBITED USE**

The UAS video surveillance equipment shall not be used:

- To conduct random surveillance activities.
- To target a person based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.
- To harass, intimidate, or discriminate against any individual or group.
- To conduct personal business of any type.

The UAS shall not be weaponized.

### **606.7 RETENTION OF UAS DATA**

Data collected by the UAS shall be retained as provided in the established records retention schedule.



# Huxley Fire and Rescue

104 Railway  
Huxley, Iowa 50124

## **August 2021 Report Huxley Fire Rescue** Promote Trust, Service Before Self, Positive Solutions

-In 2021 Huxley Fire & Rescue has responded to 318 calls for service, 31 of those were in the month of August

-Huxley EMS First Responders were dispatched to 17 calls in August.

-Huxley Ambulance #731 responded to 11 calls in August.

-Huxley Fire responded to 7 calls in August.

-Huxley has been responded to Kelley for 16 calls since May 2021

-Hosted Four Town Training, Sunday, August 1, Forcible Entry/Hose Drills/EMS, with Cambridge Fire & Slater Fire

-Burn Permits

-Mutual Aid (included in totals above)

-EMS and Fire calls to Slater

-EMS/Medical Assist, 200 6<sup>th</sup> Ave. 8/7/2021

-EMS/Medical Assist, 604 Marshall St. 8/14/2021

-Fire Alarm, 105 E. 6<sup>th</sup> Ave. 8/22/2021

-EMS/Ambulance, 316 1<sup>st</sup> Ave. N, 8/26/2021

-EMS First Responder calls to Kelley

-EMS/Medical Assist, 54316 276<sup>th</sup> St. 8/4/2021

-EMS/Ambulance, 2984 South Dakota, 8/28/2021

-EMS/Medical Assist, 2257 240<sup>th</sup> St. 8/28/2021

-EMS/Ambulance calls to Cambridge

-EMS/Ambulance, 104 MM Interstate 35, 8/1/2021

-EMS/Ambulance calls to Collins

-EMS/Ambulance, 3 Railway St. 2D, 8/31/2021

| Activity/Training Start Actual Date | Activity/Training Event Type | Activity/Training Event Name                                            | Activity/Training Attendee Count |
|-------------------------------------|------------------------------|-------------------------------------------------------------------------|----------------------------------|
| 08/01/2021                          | Training                     | Training; 4 Town: Forcible Entry Training, Hose Drills, EMS             | 11                               |
| 08/03/2021                          | Activity                     | Event: City Council Meeting Meeting                                     | 2                                |
| 08/03/2021                          | Activity                     | Event: Fire Department August Monthly Meeting                           | 13                               |
| 08/04/2021                          | Activity                     | Event: Department Head Cabinet Meeting                                  | 1                                |
| 08/08/2021                          | Activity                     | Event: Peyton Woodbeck Interview, Fire Department Meeting               | 8                                |
| 08/09/2021                          | Activity                     | City Cabinet Meeting Weekly                                             | 1                                |
| 08/10/2021                          | Activity                     | Event: City Council Meeting                                             | 1                                |
| 08/10/2021                          | Training                     | Training : 19-0721-033-02 Documentation, EMS Continuing Education Hours | 16                               |
| 08/12/2021                          | Training                     | EMS Continuing Education Hours                                          | 5                                |
| 08/16/2021                          | Activity                     | Event: Department Head Cabinet Meeting                                  | 2                                |
| 08/17/2021                          | Training                     | Training: Aerial Apparatus Placement / Coordination                     | 11                               |
| 08/19/2021                          | Activity                     | Event: RACOM Radio Reprogramming Vehicle Checks or Maintenance          | 4                                |
| 08/23/2021                          | Activity                     | Event; City Department Head Cabinet Meeting                             | 1                                |
| 08/24/2021                          | Activity                     | Station Clean up 8/24                                                   | 10                               |
| 08/26/2021                          | Activity                     | Event; Truck Washing for PrarieFest, Vehicle Checks or Maintenance      | 8                                |
| 08/27/2021                          | Activity                     | Station clean up/prep                                                   | 8                                |
| 08/28/2021                          | Activity                     | Hog Roast                                                               | 17                               |

# HDC – Huxley Development Corporation

Secretary's Report for Meeting of September 7, 2021

Meeting Scheduled for 7:00am

Location: City Council Chambers

## Attending – Directors:

|                   |                |                |
|-------------------|----------------|----------------|
| Steve Simon x     | Mason Adams x  |                |
| Susan Frantz      | Chris Gardner  | Greg Ploeger   |
| Todd Peterson     | Mike Upah x    | Steve Quick x  |
| Roger Wheeler     | Dave Mikkelsen |                |
| Kurt Matthewson x | Greg Mulder x  | Scott Renaud x |
| Levi Bappe x      |                |                |

## Ex-official - Members:

Ottie Maxey- Ballard Community Schools x  
Mike Upah -AEDC x  
Kevin Deaton – Mayor, City of Huxley  
Ms. Rita Conner – City Administrator of Huxley

Call to Order: 7:04am

## SECRETARIES REPORT:

Secretaries report was approved as presented . Motion to approve Mike U and accept by with second by Scott R . Vote to accept was unanimous.

## TREASURERS REPORT:

Motion by Greg Mulder and second by Levi Bappe to accept as presented.

Vote to accept was unanimous.

2020 tax filing – postcard filing b/c our revenues were under \$50K for 3 years in a row

Cash position – no expenses in August

Current balance \$10,552 and change

## AEDC Report – Mike Upah:

- Quite a bit of turnover recently with AEDC
- Now serving as rep for Huxley and ISU Research Park
- Question from GM – interested to hear from the board on the investment the city of Huxley is making in light of the recent turnover
  - Support for AEDC remains strong from the board; Steve Quick , Mason Adams commented

**Ballard School District – Ottie Maxey:**

Good start to the school year

Construction – finishing touches on the football stadium

Certified enrollment numbers October 1, 2021 – does look like enrollment is up

- 2020 numbers were up by a total of 6 (Ankeny was down 400 in 2020)

SCALE Program – no longer being supported

- Underestimated the distance and scheduling challenge that a drive to Ames presented
- IT, Health Science, Banking/Finance – especially hard to fit this into their course schedule

Internships

- Look toward establishing internships and pathways
- Working on foundations right now
- Thinking about Fareways meat cutting program, South Story Bank, others
- Could be an area of support by HDC to bring local business owners to the table

High Point Project

- Meeting with Steve Domino to discuss advancing this topic to the school board
- It is in the interest of the school district to make a sound 30 year decision
- Current bus barn is serving the districts needs but 5-10 years is a stretch for surpassing end of life
- Clarifying schools position as there has been confusion; the school is not leading this effort
- GM: city had some reservations on the financial optics of a new bus barn on city property ; 100% behind incentivizing the private development; but the mechanics of the original proposal and ideas gave the city some pause on the impact to city of Huxley taxpayers.....using a portion of the cities treatment facility

**City of Huxley – Rita Conner:**

Supports internship/career pathways ideas and how we can glue the pieces together

Sanitary Sewer study – 69,210, I-35 – to identify blindspots

Sidewalk infill lot project – public input meeting

Sept 8/9<sup>th</sup> – Downtown Resource Team will conduct stakeholder engagement process

- Key Stakeholders : Business owners, land owners, P&Z, local key stakeholders
- Report : Strengths in the market, Weaknesses, Opportunities, Potential Layout, Functional

1<sup>st</sup> street should be open this week

Mason Adams offered up free copies of “Economic Development is Not for Amateurs” book provided by Alliant Energy. Book is being read by Mason’s colleagues at work. Easy read and contains a lot of basic tips and strategies for driving forward economic development at the local community level. Please ask Mason for a copy of the book.

The chair adjourned our meeting at 8:11am

Our next meeting is tentatively scheduled for October 5. Location City Hall

This report prepared and presented by Mason Adams