



CITY COUNCIL MEETING NOTICE

TUESDAY MAY 10, 2022, 6:00 P.M.

CITY COUNCIL CHAMBERS

AGENDA

- 1. ROLL CALL**
- 2. APPROVE AGENDA AS PRESENTED AND/OR AMENDED**
- 3. PRESENTATION/RECOGNITION**
 - a) 2022 Economic Development Week Proclamation
- 4. PUBLIC COMMENT (5 MINUTE TIME LIMIT FOR ITEMS NOT ON THIS AGENDA)**
- 5. PUBLIC HEARINGS**
- 6. CONSENT AGENDA – *These are routine business items and will be acted upon by one Roll Call Vote without separate discussion unless a Councilmember or citizen requests an item to be removed or considered separately.***
 - a) Approve Minutes from April 12, 19, 26 and May 3, 2022 Meetings
 - b) Approve Payment of Bills and Monthly Treasurer's Report
 - c) Motion to Approve Alcohol Permits for North Casey's, South Casey's and Fareway
 - d) Approve Resolution No. 22-046 Payment Application No. 2 Woodruff Construction Water Treatment Plant Expansion Project
 - e) Approve Resolution No. 22-047 Payment Application No. 1 Manatt's Street Rehabilitation Projects
- 7. BUSINESS ITEMS**
 - a) Resolution No. 22-041 Preliminary Terms of an Urban Renewal Development Agreement with Hy Point
 - b) Resolution No. 22-048 Resolution Setting a Date of Meeting at which it is Proposed to Approve a Development Agreement with Van Houweling, CD II, Including Annual Appropriation Tax Increment Payments (*Partial Rebate of Future Taxes for Developer Up-front Contributions to 560th Street Improvements, bike trail and Interior Street Subsurface Materials in the Blue Sky Residential 37 Lot Subdivision*)
- 8. INFORMATIONAL ITEMS-DIRECTION TO CITY ADMINISTRATOR**
 - a) East 1st Street Development Proposal-Mike Kamp
 - b) Construction Site Erosion and Sediment Control Ordinance (CONESCO)
- 9. CITY ADMINISTRATOR AND DIRECTOR REPORTS**
- 10. MAYOR AND COUNCIL REPORTS**
- 11. WORKSESSION: DISCUSSION AND DIRECTION TO CITY ADMINISTRATOR**
 - a) Request Council review and prioritization

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.

2022 Economic Development Week Proclamation

WHEREAS, economic development professionals are engaged in a wide variety of settings including rural and urban, local, state, and federal governments, public-private partnerships, chambers of commerce, universities, and community colleges, helping to create and expand jobs that facilitate growth in these regions; and,

WHEREAS, the creation of new opportunities for businesses and entrepreneurs is one of several key components to securing the City of Huxley's economic future for generations to come; and

WHEREAS, Huxley is committed to fostering a business-friendly climate that will attract and retain employers, enable the community to grow and remain competitive on a global scale, and generate new jobs and opportunities for our citizens; and

WHEREAS, the Ames Chamber of Commerce and Economic Development Commission is committed to providing quality resources that boost economic growth and enhance quality of life throughout Huxley and Story County;

THEREFORE, I, Kevin Deaton, Mayor of the City of Huxley, do hereby proclaim May 9th, 2022 through May 15th, 2022, as "ECONOMIC DEVELOPMENT WEEK" in appreciation of all our partners in the economic development field do to make the City of Huxley the vibrant and thriving community it is today.

HUXLEY CITY COUNCIL MEETING MINUTES

Tuesday, April 12, 2022

These minutes are as recorded by the City Clerk and are subject to City Council approval at the next regular council meeting.

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

ROLL CALL: Kuhn, Pilcher, Echer, Roberts, Thompson

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

CITY STAFF PRESENT: Rita Conner – City Administrator, Jolene Lettow – City Clerk, Gerry Stoll – Police Chief, Cathy VanMaanen – Library Director, Heather Denger – Parks and Recreation Director, Jeff Peterson – Public Works Director, Travis Woodbeck – Fire Chief, A.J. Strumpf – Wastewater Superintendent, Keith Vitzthum – Asst. Public Works Director, Mat Kahler – Street Superintendent

CONSULTANTS PRESENT: Amy Beattie – City Attorney/Brick Gentry Law Firm

PUBLIC COMMENT:

Roger Wheeler, Century 21 Realtor, reported to council that Builders & Developers meeting hosted by city went well.

Joyce Hornstein, Ballard Performing Arts Band, asked council to consider their financial request.

Representatives from Hatch Development Group presented to council their proposal to build tax credit housing onto E. Railway & South Main Avenue.

David Jensen, 102 Cedar Lane, asked council about purchasing land downtown, near amphitheater, for an office space building. Proposal could include request for LMI (low to moderate income) funding.

Roger Wheeler, Century 21 Realtor, presented to council the HyPoint Active Adult Living Facility proposal for Main Avenue.

CONSENT AGENDA:

Motion by Roberts, second by Echer to approve Consent Agenda as listed.

- a. Approve Minutes from the March 22nd, March 29th and April 5th, 2022 Council Meetings
- b. Approve Bills and Monthly Treasurer's Report
- c. Approve Kum & Go Cigarette Permit
- d. Approve Resolution No. 22-034 Payment Application No. 5 Water Treatment Plant Expansion Project
- e. Approve Resolution No. 22-035 Payment to MR Properties, L.C.
- f. Approve Resolution No. 22-036 Story County Animal Services Agreement

Claims::

AFLAC	AFLAC	216.96
ALEXANDRIA GREENFIELD	BOOT CAMP INSTRUCTOR	85.00
ALLIANT ENERGY	GAS AND ELECTRIC	13,384.49
AMY SWAIN	MEMBERSHIP REFUND	47.08
ARNOLD MOTOR SUPPLY	OIL FILTERS	545.08
AUTOMATIC SYSTEMS CO.	FIELD SERVICE CLARIFIER 2	2,043.00
AVERY HANSEN	AAU VOLLEYBALL COACH	800.00
BAKER & TAYLOR ENTERTAINME	BOOKS	359.78
BALLARD HEATING & COOLING	THERMOSTAT REPAIR AT NK	187.50
BLANK CHILDREN'S HOSPITAL	TEN BELL HELMETS	92.50
BLM ENTERPRISES	SITE ADMIN, MAP, TIF, CIP	1,240.00
BOUND TREE MEDICAL	PD MEDICAL SUPPLIES	451.68
BREANN TOLLEY	REFUND FOR SOCCER	47.00
BREANNE HOFFMEYER	NORD KALSEM RENTAL REIMBURSE	150.00
BRICK GENTRY P.C.	MUNICIPAL LEGAL FEES	2,112.50

CLERK OF DISTRICT COURT	COURT FEES PER CITY CODE	0.00
COMPASS MINERALS AMERICA	COARSE ROCK SALT	3,928.94
COMPUTER RESOURCE SPECIALI	IT WORK	2,999.06
DAVID WILCOX	BOOT CAMP INSTRUCTOR	150.00
DELTA DENTAL PLAN OF IOWA	DENTAL INSURANCE	1,442.82
DEMCO INC.	BOOK COVERINGS	108.19
DES MOINES STAMP MFG. CO.	PASSPORT STAMP	68.10
EBS	MEDICAL INSURANCE	18,620.70
ECHO GROUP, INC.	PD LIGHT FIXTURE REPAIRS	49.98
EDWARD JONES	IRA	250.00
EMPOWER RETIREMENT	DEFERRED COMPENSATION	273.08
FIDELITY SECURITY LIFE	VISION INS	307.82
GRAINGER	MINIATURE BULBS	13.89
HEARTLAND CO-OP	LP FOR STORAGE BUILDING HEATER	778.15
HOKEL MACHINE SUPPLY	FIRE EXTINGUISHER CHECK	527.37
HUXLEY COMMUNICATIONS COOP	PHONE, CABLE, INTERNET	1,573.96
I-80 CONCRETE	CONCRETE	1,909.15
IMAGE TREND	ANNUAL FEE	675.31
INTERNAL REVENUE SERVICE	FED WITHHOLDING TAX	28,327.67
INTERSTATE BATTERIES	BATTERY FOR WATER VAN	50.00
IOWA DEPARTMENT OF PUBLIC	NCIC BILLING	600.00
IOWA SIGNAL INC.	REPLACED LOOP-CENT DR/HWY 69	1,500.00
IPERS	IPERS	18,866.97
JERA JENSEN	REFUND FOR TENNIS	52.00
JEREMY J. ARENDS	JAN AND FEB TREASURER'S REPORT	160.00
JOHN DEERE FINANCIAL	GLOVES AND BOOT SOCKS	61.94
KELTEK INCORPORATED	NEW VEHICLE CAMERAL INSTALL	477.96
KEMPKER'S TRUE VALUE AND R	SUPPLIES	534.14
LERNER PUBLISHING GROUP	BOOKS	290.27
LINCOLN FINANCIAL GROUP	DISABILITY INSURANCE	1,321.74
LISA SECOR	SOCCER REFUND	47.00
LONGNECKER CATTLE COMPANY	CLOVER FOR THE HAY FIELD	864.00
LUKE BROTHERS FLOOR COVERI	COVE BASE FOR NEW COUNTER	84.00
MADISON WILCOX	BARRE INSTRUCTOR	50.00
MARCO TECHNOLOGIES LLC	ADMIN COPIER/PRINTER LEASE	306.75
MED COMPASS	FIT TESTS & HAZMAT PHYSICALS	2,785.00
MENARDS	DIGITAL THERMOSTAT FOR SHELTER	370.09
MENARDS - AMES	ALLEN KEY AND PLYWOOD	306.07
MID-IOWA SOLID WASTE EQUIP	RETURN GUTTER BROOMS	5,030.74
MIKEELY DENGEL	TUMBLING CLASS INSTRUCTOR	486.00
MISCELLANEOUS VENDOR	MOORE, WARREN :US REFUND	526.72
MUNICIPAL SUPPLY	GASKETS, BOLTS, NUTS	0.00
NICKOLAY CONSULTING, LLC	MONTHLY IT SUPPORT & MAILJET	115.00
NORTHLAND CHEMICAL CORP	LAUNDRY DETERGENT	157.59
NOVA FITNESS EQUIPMENT	REPAIR HAMSTRING CURL MACHINE	273.44
OXEN TECHNOLOGY	MICROSOFT OFFICE & EXCHANGE	790.65
P & M APPAREL	AMBULANCE JOB SHIRTS	413.00
PCC AN AMBULANCE BILLING S	NOVEMBER AMBULANCE BILLING	746.73
POSTMASTER	POSTMASTER	587.25
PREMIER	LIBRARY PRINTER FEES	120.39
RACOM	PORTABLE RADIOS FOR FD	3,726.40
ROBERTS, SUSAN	MENARDS REIMBURSEMENT	21.38
SAFE BUILDING COMPLIANCE &	BUILDING INSPECTIONS	10,219.16
SAGE HOMES, INC.	BUILDING PERMIT DEP REFUND	1,000.00
SARAH FINERAN	SOCCER REFUND	47.00
STAPLES BUSINESS CREDIT	OFFICE SUPPLIES	1,842.43
STORY COUNTY RECORDER	EASEMENTS	51.00
TASC	FLEX BENEFIT PLANS	1,674.90
TASC - CLIENT INVOICES	MAY FLEX ADMIN FEES	69.82
TONYA BECKER	TRX FUSION INSTRUCTOR	155.00
TRACY WEBER	BARRE CLASS REFUND	10.00
TREASURER, STATE OF IOWA	STATE WITHHOLDING	4,528.00
U.S. BANK EQUIPMENT FINANC	LIBRARY COPIER LEASE	104.92
U.S. CELLULAR	AMBULANCE CELL PHONES	7.64
VAN WALL	MOWER BLADES	66.87
VANDER HAAG'S INC.	DUMP BODY VIBRATOR	784.37
VEENSTRA & KIMM, INC.	PACIFIC DRYWALL SITE PLAN	23,431.46
VERIZON WIRELESS	PD CELL PHONE AND MDTs	241.44
VIRGINIA HALL	AMBULANCE SERVICE REFUND	50.00

	<u>Expenses</u>	<u>Revenues</u>
001 General Fund	53,375.88	64,928.90
002 Library	8,077.79	13,166.90
003 Recreation	8,245.03	23,484.36
004 Fire and Rescue	6,300.65	100.00
014 Ambulance	7,486.64	2,425.06
110 Street	24,354.83	28,047.88
121 LOST		85,723.18

345	Water Plant Expansion	22,252.46	5,031,495.75
600	Water	16,625.06	90,606.48
610	Sewer	18,150.65	<u>84,283.63</u>
	Payroll	<u>129,156.05</u>	
	Grand Total	\$ 299,025.04	\$5,424,262.14

Consent Agenda Roll Call: Pilcher, Echer, Roberts, Kuhn, Thompson voted yes. Motion carried.

ADJOURNMENT: Motion – Roberts, second – Pilcher to adjourn council meeting at 6:39pm. 5 ayes, 0 nays. Motion carried.

WORK SESSION - Mayor opened work session at 6:43pm

Council had preliminary discussions on the following topics with no formal action being taken.

a) FY23 Budget Recap

ADJOURNMENT: Motion – Pilcher, second – Echer to adjourn work session at 8:14pm. 5 ayes, 0 nays. Motion carried.

Attest:

Kevin Deaton, Mayor

Jolene R. Lettow, City Clerk

HUXLEY CITY COUNCIL WORK SESSION MINUTES

Tuesday, April 19, 2022

These minutes are as recorded by the City Clerk and are subject to City Council approval at the next regular council meeting.

COUNCIL MEETING: The Huxley City Council held a work session on the above date pursuant to rules of the council, notice posted at City Hall and onto website. Mayor Deaton called the meeting to order at 6:01 pm.

ROLL CALL: Roberts, Kuhn, Echer, Pilcher, Thompson

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

CITY STAFF PRESENT: Rita Conner – City Administrator, Jolene Lettow – City Clerk

DISCUSSION TOPICS: Council had preliminary discussion on the following topics with no formal action taken.

- a) Economic Development Proposals (Hy Point, Hatch, Jensen, Beerbower)
- b) Ihle Fence

GOAL SETTING: Mayor requested each council member to submit five goals they would like to attain within the next year. Council will review at goal setting session set for May 3rd council meeting.

ADJOURNMENT: Motion – Pilcher, second – Echer to adjourn meeting at 8:35pm. 5 ayes, 0 nays. Motion carried.

Submitted by: Jolene R. Lettow, City Clerk

HUXLEY CITY COUNCIL MEETING MINUTES

Tuesday, April 26, 2022

These minutes are as recorded by the Deputy City Clerk and are subject to City Council approval at the next regular council meeting.

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

ROLL CALL: Kuhn, Pilcher, Echer, Roberts, Thompson

AGENDA APPROVAL: Motion by Thompson, second by Echer to approve agenda as presented with the following corrections:

7 (a) i- Resolution number is 22-039

7 (a) ii resolution number is 22-040

7 (b) is removed from the agenda

Roll Call: Pilcher, Echer, Roberts, Kuhn, Thompson voted yes. Motion carried.

CITY STAFF PRESENT: Rita Conner – City Administrator, Amy Kaplan – Deputy City Clerk, Gerry Stoll – Police Chief, Cathy VanMaanen – Library Director, Heather Denger – Parks and Recreation Director, Jeff Peterson – Public Works Director, Travis Woodbeck – Fire Chief, Lisa Wheeler-- HR

CONSULTANTS PRESENT: Forrest Aldrich – City Engineer/Veenstra & Kimm, Matt O’Hollearn – City Attorney/Brick Gentry Law Firm, Joe Langel—Holmes Murphy, Jeff Clayton—Holmes Murphy

GUESTS PRESENT: Roger Wheeler, Dave Jensen, Adam Christopherson

PRESENTATION/RECOGNITION: Holmes Murphy presented medical, dental and vision insurance renewals and recommended a two percent increase to employees.

PUBLIC COMMENT:

Roger Wheeler: Schedules did not align allowing a HY Point meeting to occur. Will meet and come back to City Council with a proposal.

Adam Christopherson: 519 Meadow Brook Place. Intersection of Meadow Brook Place and Meadow Lane was flooded during the recent rain event. Christopherson inquired about the storm sewer being improperly installed as water was backing up into basements and the street was flooding.

Beth Compton: 507 Timberlane. Compton recently tore down her garage and would like to replace the garage without having to pave approx. 170 feet of driveway. 165.06 non-conforming structure code was cited.

CONSENT AGENDA:

Motion by Pilcher, second by Roberts to approve Consent Agenda items with items d and e pulled for separate discussion:

- a. Approve Payment of Bills
- b. Approve Resolution No. 22-036 Story County Animal Services Agreement
- c. Approve Resolution No. 22-037 Fixing a Date for a Public Hearing to Consider an Option to Purchase Real Estate by Thomas Huxley Townhomes, LLLP
- d. Approve Resolution No.22-038 Health Care Plan Renewal as Presented from Holmes Murphy Business Insurance and Financial Services, Acting Agent/ separate discussion
- e. Motion to Approve Contract for 2022 Mosquito Spraying with Mosquito Control of Iowa / separate discussion

Claims:

A KING'S THRONE, LLC
AMERICAN BUSINESS PHONES
ARNOLD MOTOR SUPPLY
ATLAS ELECTRIC LLC

PORT-O-JOHN LARSON SOCCER
ANNUAL PHONE SUPPORT
OIL, FUEL AND AIR FILTERS
PULL NEW WIRE FOR CLARIFIER 2

182.95
2,823.77
301.20
591.00

BAKER & TAYLOR ENTERTAINME	BOOKS	593.72
BRECKIN RISIUS	SOCCER REFUND	37.00
BUD'S AUTO REPAIR INC	WIPER BLADES	994.50
CARDMEMBER SERVICE	ETSY RETURN	5,203.65
CLINTON H. THOMPSON	BASKETBALL LEAGUE OFFICIAL	735.00
CONSUMERS ENERGY	ELECTRIC	10,194.06
DOLLAR GENERAL-REGIONS 410	PROGRAMS	35.00
DORSEY & WHITNEY LLP	WATER REV IMP & REFUND BONDS	18,381.50
GATEHOUSE-DB IOWA HOLDINGS	LEGAL PUBLICATIONS	523.51
GCMOA	FY2023 DUES	25.00
HAWKINS, INC.	WATER TREATMENT CHEMICALS	3,439.02
HUXLEY PLAZA LLC	HUXLEY PLAZA LLC	91,635.00
INTERNAL REVENUE SERVICE	FED WITHOLDING TAX	13,906.53
INTERSTATE BATTERIES	ECONO BATTERY	100.00
IOWA SECTION - AWWA REGION	SPRING MEETING WORKSHOP-3 REG	150.00
JEREMY J. ARENDS	MARCH TREASURER'S REPORT	80.00
KATIE STERK	TENNIS REFUND	57.00
KEY ELEMENTS CONSULTING	2022 ANKENY ANNUAL WATER CONF	775.00
KEYSTONE LABORATORIES	WATER SAMPLING	182.00
MARCO, INC.	PW COPIER	14.52
MARTIN MARIETTA MATERIALS	WOOD CHIPS	149.98
MID-IOWA OCCUPATIONAL TEST	PRE-EMPLOYMENT & RANDOMS	405.00
NEW CENTURY FS INC	UNLEADED FUEL	3,602.84
OUTDOOR ENVISIONS	MULCH FOR PARKS	1,101.60
P & M APPAREL	UNIFORMS SHIRTS	870.90
POSTMASTER	POSTMASTER	487.61
PREMIER	LIBRARY PRINTER FEES	78.63
RICK E BRAMMER	PROGRAM SUPPLIES	44.85
SATONIUS PARKER	BASKETBALL LEAGUE OFFICIAL	630.00
STOLL, GERALD	REIMBURSEMENT FOR TROPHY	5.00
STORY COUNTY RECORDER	STORY COUNTY RECORDER FEES	51.00
STORY COUNTY SHERIFF'S OFF	DISPATCH 4TH QUARTER	6,402.48
SYNCB/AMAZON	PROGRAMS, DVDS, BOOKS, ETC	1,202.67
TASC	FLEX BENEFIT PLANS	837.45
U.S. BANK EQUIPMENT FINANC	PRINTER/COPIER LEASE	104.92
VERIZON WIRELESS	PUBLIC WORKS CELL PHONE	366.05
WINDSTREAM IOWA COMMUNICAT	Dispatch Phone	84.54
WOODRUFF CONSTRUCTION, LLC	WTP EXPANSION-PAY EST. NO 5	281,798.50

FUND TOTALS

001	GENERAL FUND	131,112.08
002	LIBRARY	3,606.95
003	RECREATION	5,599.43
004	FIRE AND RESCUE	158.93
014	AMBULANCE	1,400.79
110	ROAD USE TAX	3,286.43
345	WATER PLANT EXPANSION	281,798.50
398	DERECHO STORM	141.57
600	WATER UTILITY	11,247.64
610	SEWER UTILITY	10,832.63
	* PAYROLL EXPENSE	61,706.88
Grand Total		510,891.83

Consent Agenda Roll Call: Pilcher, Echer, Roberts, Kuhn, Thompson voted yes. Motion carried.

Motion by Echer, second by Roberts to approve Resolution No.22-038 health care plan renewal from Holmes Murphy Business Insurance and Financial Services, with a 3.91% increase as opposed to the 2% increase recommendation. Roll Call: Pilcher, Echer, Roberts, Kuhn, Thompson voted yes. Motion carried.

Motion by Pilcher, second by Roberts to approve contract for 2022 mosquito spraying with Mosquito Control of Iowa. Roll Call: Pilcher, Echer, Roberts, Kuhn, Thompson voted no. Motion failed. Staff has recommended pursuing a different company.

BUSINESS ITEMS:

Motion –Thompson, second – Echer to TABLE Resolution 22-039 awarding contract to Inroads Asphalt Paving & Materials for Centennial Park/North Park Entrance & Trail. Council to review further. Roll Call: Pilcher, Echer, Roberts, Kuhn, Thompson voted yes. Motion tabled.

Motion- Pilcher, second – Roberts to approve Resolution 22-040 for professional services with Veenstra & Kimm, Inc for planning documents for Larson Park splashpad and restroom. Roll Call: Pilcher, Echer, Roberts, Kuhn, Thompson voted yes. Motion carried.

Motion- Roberts, second- Pilcher to approve the preparation of the application for the American Rescue Plan Act (ARPA) fund for Larson Park splashpad and restroom. 5 aye, 0 nay. Motion carried.

Resolution 22-041 removed from agenda.

INFORMATIONAL ITEMS:

Council had preliminary discussions on the following topics with no formal action being taken.

- a. Preliminary Terms of Development Agreement with Van Houweling, LLC Blue Sky
- b. Preliminary Terms of Development Agreement with Meadow Lane Investments, LC
- c. Proposal for Acquisition and Development of City Owned Property in the Vicinity of 104 East Railway

ADJOURNMENT: Motion – Roberts, second – Echer to adjourn meeting at 8:33pm. 5 ayes, 0 nays. Motion carried.

Attest:

Kevin Deaton, Mayor

Amy Kaplan, Deputy City Clerk

HUXLEY CITY COUNCIL MEETING MINUTES

Tuesday, May 3, 2022

These minutes are as recorded by the City Clerk and are subject to City Council approval at the next regular council meeting.

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

ROLL CALL: Kuhn, Pilcher, Echer, Roberts, Thompson

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

CITY STAFF PRESENT: Rita Conner – City Administrator, Jolene Lettow – City Clerk, Heather Denger – Parks and Recreation Director, Jeff Peterson – Public Works Director, Travis Woodbeck – Fire Chief

PUBLIC COMMENT:

Everett Ihle, 306 Oak Blvd., presented his case to council on the court order issued by the city regarding the fence Mr. Ihle built on his property that is higher than city code allows.

Roger Wheeler informed council that council members Echer and Pilcher and city administrator met with school board officials to discuss the preliminary terms of agreement for the HyPoint Healthy Living facility.

Andy Fortner, 115 S. Main Avenue, informed council he was concerned with the court order issued for his property.

Beth Compton, 107 Timberlane, expressed concerns with city code and where she could build a new garage and paving requirement of driveways.

CONSENT AGENDA:

Motion by Echer, second by Pilcher to approve Consent Agenda as listed.

- a. Approve Resolution No. 22-041 Fixing a Date for a Public Hearing to Consider Options to Purchase City Owned Real Estate
- b. Motion to Approve Contract for 2022 Mosquito Spraying with Clark Environmental Mosquito Management

Consent Agenda Roll Call: Pilcher, Echer, Roberts, Kuhn, Thompson voted yes. Motion carried.

BUSINESS ITEMS:

Motion – Echer, NO second on Resolution No. 22-038 Award Contract to Inroads Asphalt Paving & Materials for Centennial Park/North Park Drive Entrance & Trail (FY 2022 Capital Improvement Plan). Motion fails.

INFORMATIONAL ITEMS: Council discussed the following items with no formal action taken.

- Preliminary Terms of Development Agreement with Van Houweling, LLC Blue Sky
- Preliminary Terms of Development Agreement with Meadow Lane Investments, LC
- 507 Timberlane

GOAL SETTING SESSION:

Mayor presented council with the goals that each council member had submitted to achieve in the coming year. Council then reviewed all goals submitted and together, chose the top four goals for council to focus on in the next year:

- 1) Public Works Facility
- 2) TIF Agreements
- 3) 1, 5 & 10 Year Capital Improvement Plan
- 4) Small Business Development, Main Avenue

Motion – Pilcher, second – Echer to move into closed session pursuant to Section 21.5(1)(i) of the Iowa Code.
Motion – Pilcher, second – Thompson to close closed session at 9:49pm.

ADJOURNMENT: Motion – Pilcher, second – Roberts to adjourn council meeting at 9:49pm. 5 ayes, 0 nays. Motion carried.

Submitted by: Jolene R. Lettow, City Clerk

5-10-22 Council Claims

	A	B	C
1	VENDOR NAME	DESCRIPTION	GROSS AMOUNT
2	AFLAC	AFLAC	\$ 216.96
3	ALEXANDRIA GREENFIELD	BOOT CAMP INSTRUCTOR	\$ 90.00
4	ALLIANT ENERGY	GAS AND ELECTRIC	\$ 12,004.38
5	AUTOMATIC SYSTEMS CO.	DIAGNOSE UNC FOR SCADA	\$ 807.50
6	BRICK GENTRY P.C.	LEGAL FEES	\$ 2,462.50
7	CASSIE CRANNELL	NORD KALSEM RENTAL DEPOSIT REFUND	\$ 50.00
8	COMPASS MINERALS AMERICA	COARSE ROCK SALT	\$ 3,946.85
9	DAN WHITE	REPLACE PARTS ON '05 F350	\$ 585.00
10	DAVID WILCOX	BOOT CAMP INSTRUCTOR	\$ 125.00
11	DELTA DENTAL PLAN OF IOWA	DENTAL INSURANCE	\$ 1,481.68
12	DMACC	KATIE JUDGE EMT CLASS	\$ 1,114.00
13	EBS	MEDICAL INSURANCE	\$ 19,155.15
14	ECHO GROUP, INC.	HEATING ELEMENTS FOR SHOP	\$ 539.44
15	EDWARD JONES	IRA	\$ 250.00
16	ENVIRONMENTAL RESOURCE ASS	2022 QC/QA PT	\$ 777.29
17	FIDELITY SECURITY LIFE	VISION INS	\$ 317.51
18	GARBAGE GUYS	DUMPSTERS FOR STORM CLEANUP	\$ 1,095.25
19	GENERAL INSURANCE AGENCY	LIABILITY INSURANCE	\$ 151,120.00
20	GRAINGER	AIR COMPRESSOR	\$ 727.85
21	GREAT-WEST LIFE & ANNUITY	DEFERRED COMPENSATION	\$ 273.08
22	GREENLAND HOMES	BUILDING PERMIT DEPOSIT REFUNDS	\$ 3,000.00
23	HOKEL MACHINE SUPPLY	OXYGEN TANK RENTAL	\$ 60.00
24	HOWE'S WELDING/METAL FAB	ALUMINUM ROUND STOCK	\$ 25.80
25	HUXLEY COMMUNICATIONS COOP	PHONE, CABLE, INTERNET	\$ 1,531.51
26	INTEGRATED PRINT SOLUTIONS	BAM BAM, COACH, SOCCER SHIRTS	\$ 1,830.85
27	INTERNAL REVENUE SERVICE	PAYROLL TAXES	\$ 13,951.41
28	INTERSTATE BATTERIES	LED ROAD ASSISTANCE LIGHTS	\$ 81.00
29	IOWA DOT	JANITORIAL SUPPLIES	\$ 158.60
30	IOWA FIRE CHIEFS' ASSOCIAT	2022 FIRE CHIEF'S WORKSHOP	\$ 25.00
31	IOWA ONE CALL	EMAIL LOCATES	\$ 43.20
32	IPERS	IPERS	\$ 19,825.88
33	JOHNSTONE SUPPLY	HEATER FOR WATER TREATMENT PLANT	\$ 1,101.90
34	KEMPKER'S TRUE VALUE AND R	SUPPLIES	\$ 410.86
35	LINCOLN FINANCIAL GROUP	LIFE & DISABILITY INSURANCE	\$ 1,361.64
36	LOWE'S	SUPPLIES FOR PARKS & REC	\$ 25.14
37	MARCO TECHNOLOGIES LLC	ADMIN COPIER CONTRACT	\$ 306.75
38	MARTIN MARIETTA MATERIALS	1" ROAD STONE	\$ 547.23
39	MEGAN BRENDELAND	MILEAGE TO/FROM CONFERENCE	\$ 31.90
40	MISCELLANEOUS VENDORS	UTILITY DEPOSIT REFUNDS	\$ 371.20
41	MUNICIPAL SUPPLY	METER SPUDS, FLAGS, PAINT, BOXES	\$ 1,026.90
42	NCL OF WISCONSIN, INC.	TSS QA/QL	\$ 18.16
43	NICKOLAY CONSULTING, LLC	MONTHLY IT	\$ 115.00
44	OXEN TECHNOLOGY	MICROSOFT 365 AND EXCHANGE	\$ 303.00
45	PEPSI-COLA	VENDING PRODUCT	\$ 221.58
46	QUALITY PEST CONTROL	FIRE STATION MICE EXTERMINATION	\$ 40.00

5-10-22 Council Claims

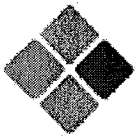
	A	B	C
47	RITA CONNER	REIMBURSED FOR OFFICE SUPPLIES	\$ 88.27
48	SHAFFER'S AUTO BODY CO INC	REPAIR TO PD 2021 EXPLORER	\$ 13,353.16
49	SOUTHERN SOURCE INDUSTRIES	WEED KILLER	\$ 717.60
50	STAPLES BUSINESS CREDIT	COPY PAPER AND FOLDERS	\$ 281.83
51	TASC	FLEX BENEFIT PLANS	\$ 837.45
52	TASC - CLIENT INVOICES	JUNE FLEX PLAN FEES	\$ 69.82
53	TONYA BECKER	TRX FUSION INSTRUCTOR	\$ 60.00
54	TREASURER, STATE OF IOWA	STATE WITHHOLDING	\$ 4,892.00
55	TYLER TECHNOLOGIES, INC.	6/1/22-6/30/22 MAINTENANCE	\$ 1,113.66
56	USA BLUEBOOK	WATER TREATMENT SUPPLIES	\$ 604.88
57	VAN WALL	FUEL AND AIR FILTERS, BLADE	\$ 172.66
58	VEENSTRA & KIMM, INC.	ENGINEERING FEES	\$ 24,636.69
59	VERIZON WIRELESS	POLICE CELL PHONES	\$ 241.43
60	Payroll Expense		\$ 62,737.95
61	GRAND TOTAL		\$ 353,361.35
62			
63		FUND TOTALS	
64	001 GENERAL FUND	206,819.04	
65	002 LIBRARY	5,454.41	
66	003 RECREATION	6,648.77	
67	004 FIRE AND RESCUE	1,709.89	
68	014 AMBULANCE	2,373.82	
69	110 ROAD USE TAX	10,759.26	
70	345 WATER PLANT EXPANSION	23,583.69	
71	600 WATER UTILITY	17,623.17	
72	610 SEWER UTILITY	15,651.35	
73	01 PAYROLL	62,737.95	
74	GRAND TOTAL	353,361.35	

Huxley RECAP**April, 2022**

<u>Account No.</u>	<u>Account Name</u>	<u>Statement No.</u>	<u>Balance Due</u>
15398.000	Municipal	374543	\$1,712.50
15398.001	Prosecutions		
15398.002	Fire and Rescue		
15398.003	Prairie Ridge		
15398.005	Litigation		
15398.006	Bond Claims		
15398.011	Planning & Zoning		
15398.012	Public Works		
15398.013	Police	374545	\$437.50
15398.014	Parks		
15398.015	Nuisance Abatement	374544	\$312.50
15398.016	HDC		
15398.017	Library		
15398.018	Development		
Total:			\$2,462.50

**Huxley RECAP
April, 2022**

<u>Account No.</u>	<u>Account Name</u>	<u>Statement No.</u>	<u>Balance Due</u>
15398.000	Municipal	374543	\$1,712.50
15398.001	Prosecutions		
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15398.003	Prairie Ridge		
15398.005	Litigation		
15398.006	Bond Claims		
15398.011	Planning & Zoning		
15398.012	Public Works		
15398.013	Police	374545	\$437.50
15398.014	Parks		
15398.015	Nuisance Abatement	374544	\$312.50
15398.016	HDC		
15398.017	Library		
15398.018	Development		
Total:			\$2,462.50



BRICK GENTRY P.C.

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

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

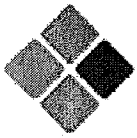
City of Huxley
Attn: Rita Conner
515 North Main Street
Huxley, IA 50124

Statement Date: April 25, 2022
Statement No. 374543
Account No. 15398.000
Page: 1

Re: Municipal
ASB

Fees

03/28/2022	ASB	Review of correspondence from Rita Conner regarding Hale Trailer. Correspondence regarding same.	37.50
03/30/2022	ASB	Call from Rita conner and Jolene Lettow regarding bond deposits, authorized depository.	37.50
	ASB	Call from Nico Pilcher regarding procedural matter.	25.00
	ASB	Correspondence with him regarding same.	37.50
04/04/2022	ASB	Review of correspondence from Rita Conner regarding Setback, Board Adjustment question. Legal research regarding same. Correspondence regarding same.	75.00
04/07/2022	ASB	Call from Rita Conner regarding Department of Management. Phone conference with Jolene Lettow. Correspondence to Rita Conner.	50.00
04/08/2022	ASB	Calls from and to Rita Conner regarding shut down of constructions jobs.	50.00
04/11/2022	ASB	Review of 4/12/22 Council Agenda packet.	75.00
	ASB	Review of correspondence from Rita Conner regarding Lot Size opinion.	12.50
	ASB	Review of correspondence from Rita Conner regarding Driveway issue. Legal research regarding same. Correspondence regarding same.	62.50
04/12/2022	ASB	Attended 4/12/22 Council meeting.	187.50
	ASB	Review of correspondence from Pat Carruthers-Green regarding Driveway paving. Legal research regarding same. Conference with Jim Nervig. Correspondence regarding same.	87.50



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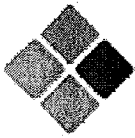
Facsimile: 515 274-1488

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

Statement Date:
Statement No.
Account No.

April 25, 2022
374543
15398.000
Page: 2

Re:	Municipal	
04/13/2022	ASB	Review of correspondence from Rita Conner regarding Driveway ordinance. Correspondence regarding same. 25.00
	ASB	Preparation of draft Ordinance. 62.50
	ASB	Correspondence regarding Contributions to groups requesting funds. Review of correspondence from Rita Conner regarding same. 37.50
04/15/2022	ASB	Call from Rita Conner regarding sale of City property. 25.00
04/18/2022	ASB	Call from Rita Conner regarding sale of property. 50.00
04/20/2022	ASB	Calls from and to Rita Conner regarding sale of real estate. 37.50
04/21/2022	ASB	Review of correspondence from Jolene regarding 4/26/22 Council meeting agenda, Closed Session. Legal research. Correspondence with her regarding same. 50.00
	ASB	Review of correspondence from Niko Pilcher regarding procedural matter. Legal research regarding same. Response to him. 50.00
	ASB	Review of correspondence from Rita Conner regarding sale of various parcels owned by City. 37.50
	ASB	Phone conference with Rita Conner. 37.50
	ASB	Phone conference with Rita Conner and Hatch Development team. 62.50
	ASB	Review of correspondence and documents regarding same. 62.50
04/22/2022	ASB	Review of correspondence and legal research regarding IFA Guidelines. 50.00
	ASB	Review of Option to Purchase. Correspondence regarding same. 62.50
	ASB	Preparation of Resolution Setting Hearing, Notice of Hearing and Resolution Approving Sale. Correspondence regarding same. 125.00
	ASB	Preparation of Resolution Supporting Project. 75.00



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

Statement Date: April 25, 2022
Statement No. 374543
Account No. 15398.000
Page: 3

Re: Municipal

ASB Review of correspondence and 4/22/22 Agenda from Rita Conner.
Correspondence regarding same. 50.00

04/25/2022 ASB Review of 4/26/22 Agenda packet. Conference with Matt
O'Hollearn regarding same. 75.00
For Current Services Rendered 1,712.50

Recapitulation

<u>Timekeeper</u>	<u>Title</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Amy Beattie	Attorney	13.70	\$125.00	\$1,712.50

Total Current Work 1,712.50

Previous Balance \$1,350.00

Payments

04/15/2022 Payment -1,350.00

Balance Due \$1,712.50

Thank you.



BRICK GENTRY P.C.

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

Telephone: 515 274-1450

Facsimile: 515 274-1488

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

Statement Date: April 25, 2022
Statement No. 374544
Account No. 15398.015
Page: 1

Re: Nuisance Abatement
ASB

Fees

04/11/2022	ASB	Review of correspondence regarding status on Fortner property.	12.50
04/20/2022	MRO	Phone call with Rita Connors regarding continued noncompliance of fence at Ihle property.	37.50
	MRO	Phone call to Officer JJ Caligiuri regarding dismissal of junk vehicle infraction; Research court docket to find infraction.	62.50
04/21/2022	MRO	Draft and file motion to dismiss and proposed order in junk vehicle citation against Jamie Brandon.	75.00
04/22/2022	MRO	Email Officer Caligiuri dismissal order of junk vehicle infraction.	25.00
04/25/2022	MRO	Draft letter to Ihles regarding continued non-conforming fence.	100.00
		For Current Services Rendered	312.50

Recapitulation

<u>Timekeeper</u>	<u>Title</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Amy Beattie	Attorney	0.10	\$125.00	\$12.50
Matt O'Hollearn	Attorney	2.40	125.00	300.00

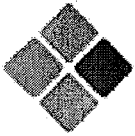
Total Current Work 312.50

Previous Balance \$525.00

Payments

04/15/2022 Payment -525.00

Balance Due \$312.50



BRICK GENTRY P.C.

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

Telephone: 515 274-1450

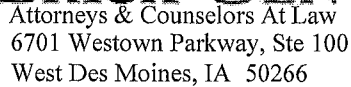
Facsimile: 515 274-1488

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

Statement Date:	April 25, 2022
Statement No.	374544
Account No.	15398.015
Page:	2

Re: Nuisance Abatement

Thank you.



Facsimile: 515 274-1488

Statement Date: April 25, 2022
Statement No. 374545
Account No. 15398.013
Page: 1

Fees

Recapitulation

Total
\$437.50

Payments

Thank you.

CITY OF HUXLEY
YEAR TO DATE TREASURERS REPORT
AS OF: APRIL 30TH, 2022

FUND	BEGINNING CASH BALANCE	Y-T-D REVENUES	NET CHANGE IN ASSETS	Y-T-D EXPENDITURES	NET CHANGE IN LIABILITIES	CLOSING BALANCE	INVESTMENTS YTD BALANCE	CHECKING BALANCE
001-GENERAL FUND	2,923,073.05	1,882,013.49	0.00	1,428,065.47 (68,248.08)	3,308,772.99	19,398.72	3,328,171.71
002-LIBRARY	0.00	63,015.18	0.00	184,702.93 (2,713.73)	(124,401.48)	0.00 ((124,401.48)
003-RECREATION	0.00	172,483.83	0.00	206,600.76 (637.14)	(34,754.07)	0.00 ((34,754.07)
004-FIRE AND RESCUE	0.00	20,078.27	0.00	74,202.56	91.02 (54,033.27)	0.00 (54,033.27)
006-CEMETERY	4,517.62	851.00	0.00	0.00 (50.00)	5,318.62	0.00	5,318.62
014-AMBULANCE	0.00	32,013.72	0.00	73,074.95	60.00 (41,001.23)	0.00 (41,001.23)
110-ROAD USE TAX	625,819.93	404,436.77	0.00	315,602.38 (8,036.70)	706,617.62	0.00	706,617.62
121-LOCAL OPTION TAX	0.00	491,868.19	0.00	0.00	0.00	491,868.19	0.00	491,868.19
124-LMI	639,849.08	0.00	0.00	1,831.59	0.00	638,017.49	0.00	638,017.49
125-TIF	66,332.12	4,022,652.87	0.00	256,457.67	0.00	3,832,527.32	0.00	3,832,527.32
140-CUSTOMER DEPOSITS	48,420.00	0.00	0.00	0.00 (1,635.00)	46,785.00	0.00	46,785.00
200-DEBT SERVICE FUND	745,154.85	485,279.58	0.00	157,088.62	0.00	1,073,345.81	0.00	1,073,345.81
303-LIBRARY PROJECT FUND	8,079.69	10,000.00	0.00	0.00	0.00	18,079.69	0.00	18,079.69
319-RECREATION NEW EQUIPMENT	14,868.78	0.00	0.00	6,628.00	0.00	8,240.78	0.00	8,240.78
325-E. 1ST ST RECONSTRUCTION	184,954.28	0.00	0.00	632,430.50 (11,322.16)	(458,798.38)	0.00 ((458,798.38)
332-CENTENNIAL WEST	46,917.69	0.00	0.00	0.00	0.00	46,917.69	0.00	46,917.69
338-WATER METERS	3,560.00	0.00	0.00	1,170.00	0.00	2,390.00	0.00	2,390.00
339-560TH AVENUE PAVING	89,071.66	0.00	0.00	0.00	0.00	89,071.66	0.00	89,071.66
340-Trail Paving Project	128,289.28	10,804.07	0.00	0.00	0.00	139,093.35	0.00	139,093.35
342-HMGP Generator Project	(45,764.37)	0.00	0.00	0.00	0.00 (45,764.37)	0.00 (45,764.37)
343-KUM N GO WATER & SEWER	202,938.54	0.00	0.00	0.00	0.00	202,938.54	0.00	202,938.54
344-STREET & WATER REPAIRS	(360,356.38)	0.00	0.00	0.00	0.00 (360,356.38)	0.00 (360,356.38)
345-WATER PLANT EXPANSION	(190,567.01)	12,322,202.19	0.00	1,994,691.85 (45,722.59)	10,091,220.74	0.00	10,091,220.74
398-DERECHO STORM	(165,639.37)	183,049.40	0.00	52,606.54 (1,749.85)	(36,946.36)	0.00 ((36,946.36)
402-Main Ave Stormwater Sewer	(45,764.37)	0.00	0.00	0.00	45,764.37	0.00	0.00	0.00
600-WATER UTILITY	974,289.90	931,306.84	0.00	418,331.92	3,106.76	1,490,371.58	204,355.22	1,694,726.80
601-WATER SINKING FUND	0.00	0.00	0.00	288.75	0.00 (288.75)	0.00 (288.75)
602-WATER RESERVE FUND	98,500.00	0.00	0.00	0.00	0.00	98,500.00	0.00	98,500.00
610-SEWER UTILITY	1,337,544.03	851,986.90	0.00	652,836.20 (2,110.82)	1,534,583.91	106,855.22	1,641,439.13
611-SEWER SINKING FUND	0.00	0.00	0.00	12,005.00	0.00 (12,005.00)	0.00 (12,005.00)
612-SEWER RESERVE FUND	90,565.00	0.00	0.00	0.00	0.00	90,565.00	0.00	90,565.00
GRAND TOTAL	7,424,654.00	21,884,042.30	0.00	6,468,615.69 (93,203.92)	22,746,876.69	330,609.16	23,077,485.85

*** END OF REPORT ***



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
CASEY'S MARKETING COMPANY	CASEY'S GENERAL STORE #2474	(515) 597-3555		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
104 N HWY 69		Huxley	Story	50124
MAILING ADDRESS	CITY	STATE	ZIP	
PO Box 3001	Ankeny	Iowa	50021	

Contact Person

NAME	PHONE	EMAIL
Madison Paulson	(515) 381-5974	madi.paulson@caseys.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
LE0003254	Class E Liquor License	12 Month	Submitted to Local Authority

EFFECTIVE DATE	EXPIRATION DATE	LAST DAY OF BUSINESS
July 1, 2022	June 30, 2023	

SUB-PERMITS

Class E Liquor License, Class C Beer Permit, Class B Wine Permit, Class B Native Wine Permit



State of Iowa

Alcoholic Beverages Division

PRIVILEGES

Sunday Service

Status of Business

BUSINESS TYPE

Publicly Traded Corporation

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
JOHN SOUPENE	ANKENY	Iowa	50023	VICE PRESIDENT	0.00	Yes
Michael Richardson	PLEASANT HILL	Iowa	50327	PRESIDENT	0.00	Yes
James R. Pistillo	URBANDALE	Iowa	50323	TREASURER	0.00	Yes
42-0935283 CASEY'S GENERAL STORE, INC.	ANKENY	Iowa	50021	OWNER	100.00	Yes
JULIA JACKOWSKI	URBANDALE	Iowa	50322	SECRETARY	0.00	Yes
JESSICA GENERAL STORES	Urbandale	Iowa	50322			
Carla Heckman						



State of Iowa

Alcoholic Beverages Division

Insurance Company Information

INSURANCE COMPANY

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE
DATE

OUTDOOR SERVICE EXPIRATION
DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE
DATE

TEMP TRANSFER EXPIRATION
DATE



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
CASEY'S MARKETING COMPANY	CASEY'S GENERAL STORE #2474	(515) 597-3555		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
104 N HWY 69		Huxley	Story	50124
MAILING ADDRESS	CITY	STATE	ZIP	
PO Box 3001	Ankeny	Iowa	50021	

Contact Person

NAME	PHONE	EMAIL
Madison Paulson	(515) 381-5974	madi.paulson@caseys.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
LE0003254	Class E Liquor License	12 Month	Submitted to Local Authority

EFFECTIVE DATE	EXPIRATION DATE	LAST DAY OF BUSINESS
July 1, 2022	June 30, 2023	

SUB-PERMITS

Class E Liquor License, Class C Beer Permit, Class B Wine Permit, Class B Native Wine Permit



State of Iowa

Alcoholic Beverages Division

PRIVILEGES

Sunday Service

Status of Business

BUSINESS TYPE

Publicly Traded Corporation

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
42-0935283 CASEY'S GENERAL STORE, INC.	ANKENY	Iowa	50021	OWNER	100.00	Yes
SAMUEL JAMES	Ankeny	Iowa	50021	PRESIDENT	0.00	Yes
BRIAN JOHNSON	Johnston	Iowa	50131	VICE PRESIDENT	0.00	Yes
SCOTT FABER	Johnston	Iowa	50131	SECRETARY	0.00	Yes
ERIC LARSEN	Ankeny	Iowa	50023	TREASURER	0.00	Yes
DOUGLAS BEECH	Ankeny	Iowa	50021	SECRETARY	0.00	Yes

Insurance Company Information



State of Iowa

Alcoholic Beverages Division

INSURANCE COMPANY

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE
DATE

OUTDOOR SERVICE EXPIRATION
DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE
DATE

TEMP TRANSFER EXPIRATION
DATE



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY

Fareway Stores, Inc.

NAME OF BUSINESS(DBA)

Fareway Stores, Inc. #155

BUSINESS

(515) 597-3663

ADDRESS OF PREMISES

911 Highway 69

PREMISES SUITE/APT NUMBER

CITY

Huxley

COUNTY

Story

ZIP

50124

MAILING ADDRESS

2300 Industrial Park Road PO
Box 70

CITY

Boone

STATE

Iowa

ZIP

50036

Contact Person

NAME

Tracey L. Wilson

PHONE

(515) 433-5336

EMAIL

twilson@farewaystores.com

License Information

LICENSE NUMBER

LE0002598

LICENSE/PERMIT TYPE

Class E Liquor License

TERM

12 Month

STATUS

Submitted
to Local
Authority

EFFECTIVE DATE

June 1, 2022

EXPIRATION DATE

May 31, 2023

LAST DAY OF BUSINESS

SUB-PERMITS

Class E Liquor License, Class C Beer Permit, Class B Wine Permit, Class B Native Wine Permit

PRIVILEGES



State of Iowa

Alcoholic Beverages Division

Status of Business

BUSINESS TYPE

Privately Held Corporation

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Fred E. Vitt Control Trust	Boone	Iowa	50036	Trust	10.87	Yes
Garrett S Piklapp	Huxley	Iowa	50124	Secretary	0.00	Yes
Various Individuals & Trust each holding less than 5%	Unknown	Iowa	55555	Stockholders	33.25	Yes
Fareway Control Trust	Boone	Iowa	50036	Trust	55.88	Yes
Tracey Wilson						

Insurance Company Information

INSURANCE COMPANY

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE

COUNCIL COMMUNICATION

AGENDA HEADING:

Approving Payment Application No. 6 for the Water Treatment Plant Improvements Project

SUBMITTED BY:

Rita Conner, City Administrator

SYNOPSIS:

Veenstra and Kimm, Inc (Forrest Aldrich, P.E., 3000 Westown Parkway West Des Moines, Iowa 50266) has submitted pay application No.6 from Woodruff Construction (1920 Philadelphia Street\ Ames, Iowa 50010) in the amount of \$409,966.13 for work completed from March 28, 2022 to April 29, 2022 on the Water Treatment Plant Improvements Project.

Additional information is below and in the attachments.

FISCAL IMPACT:

Amount: \$409,966.13

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

ADDITIONAL INFORMATION: YES

Payment Application No. 6 is summarized below:

- An additional 5% of the General Conditions items;
- Earthwork and backfill for the detention tank;
- Excavation for building footings;
- Installation of sanitary sewer and structures;
- Installation of water main piping;
- Material stored on and off site, see attached certificate of property insurance and invoices.

Below, please find additional information provided by our resident reviewer regarding the specific work performed during this time period:

- Water proofing material applied to exterior walls of detention tank.
- Completed 725' of 8" sanitary sewer and installed 3 manholes.
- Completed 136' of 4" sanitary sewer service line.
- Completed and passed low volume air test on 8" sanitary sewer.
- Completed rock and earth backfill of the detention tank.
- Excavated north building addition and footings.
- Completed soil bearing test for footings of north bldg. addition. Additional testing will be required on portion of north wall.

COUNCIL COMMUNICATION

- Demolition of detention tank lid supports and grout fill support holes.
- Installed 16” finished water supply line and extended 12’ north of bldg. addition.
- Connection to existing raw water line and 24’ extension toward new detention tank connection.
- Completed 18” ground storage effluent line and fittings and extension 18’ north of building addition.
- Completion and approval of pressure and bacteria testing of 18” GSE line.

PREVIOUS COUNCIL ACTION(S): YES

- | | |
|---------------------|--|
| • October 12, 2021 | Council Approved Notice to Proceed, Contract and Bonds |
| • December 14, 2021 | Council Approved Payment Application No. 1 |
| • January 11, 2022 | Council Approved Payment Application No. 2 |
| • February 8, 2022 | Council Approved Payment Application No. 3 |
| • March 8, 2022 | Council Approved Payment Application No. 4 |
| • April 12, 2022 | Council Approved Payment Application No. 5 |

RECOMMENDATION: APPROVAL

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

- Continued work on the project
- Inspection and presentation of the public improvements for Council action and acceptance

For more information on this and other agenda items, please call the City Clerk’s Office at 515-597-2561 or visit the Clerk’s Office, City Administration Building at 515 N. Main Ave. Council agendas are available to the public at the City Clerk’s Office on Friday afternoon preceding Monday’s Council meeting. Citizens can also request to receive meeting notices and agendas by email by calling the Clerk’s Office or sending their request via email.

RESOLUTION NO. 22-046

**RESOLUTION APPROVING PAYMENT APPLICATION NO. 6 FOR THE
WATER TREATMENT PLANT IMPROVEMENTS PROJECT**

WHEREAS, on October 12, 2021 by Resolution No. 21-085, City Council approved the notice to proceed, contract, and bond with a general contractor and authorized Mayor to execute the contract with Woodruff Construction for the Water Treatment Plant Improvements project and;

WHEREAS, Veenstra & Kimm, Inc. has reviewed the sixth payment application in the amount of \$409,966.13 and recommend payment.

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

Payment No. 6 in the amount of \$409,966.13 is hereby approved.

Roll Call	Aye	Nay	Absent
Rory Echer	___	___	___
David Kuhn	___	___	___
Nikolas Pilcher	___	___	___
Tracey Roberts	___	___	___
Kevin Thompson	___	___	___

PASSED, ADOPTED AND APPROVED this 10th day of May 2022.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 22-046** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 10th day of May 2022

Kevin Deaton, Mayor

ATTEST:

Jolene R. Lettow, City Clerk



VEENSTRA & KIMM, INC.

3000 Westown Parkway West Des Moines, Iowa 50266-1320
515-255-8000 515-225-7848(FAX) 800-241-8000(WATS)

PAY ESTIMATE NO. 6

Date: May 3, 2022

Project Title	Water Treatment Plant Improvements		Contractor	Woodruff Construction
	Huxley, Iowa			1920 Philadelphia St. #102
				Ames, Iowa 50010
Orig. Contract Amount & Date	\$10,995,400.00	October 12, 2021	Pay Period	March 28, 2022 to April 29, 2022

BID ITEMS

	Description	Unit	Estimated Quantity	Unit Price	Extended Price	Quantity Completed	Value Completed
01000	Bonds & Insurance	LS	xxxx	\$ 303,585.00	\$ 303,585.00	100%	\$303,585.00
01000	General Conditions	LS	xxxx	\$ 661,000.00	\$ 661,000.00	30%	\$198,300.00
02050	Demolition & Modifications	LS	xxxx	\$ 74,228.00	\$ 74,228.00		\$0.00
02200	Earthwork, Excavation & Backfill	LS	xxxx	\$ 328,700.00	\$ 328,700.00	46%	\$151,202.00
02520	Pavement & Sidewalks	LS	xxxx	\$ 84,400.00	\$ 84,400.00		\$0.00
02610	Buried Piping & Site Utilities	LS	xxxx	\$ 679,470.00	\$ 679,470.00	52%	\$353,324.40
02830	Chain Link Fencing, Gates	LS	xxxx	\$ 35,500.00	\$ 35,500.00		\$0.00
03200	Concrete Reinforcement - Material	LS	xxxx	\$ 109,067.00	\$ 109,067.00	17%	\$18,000.00
03300	Detention Tank Concrete	LS	xxxx	\$ 197,800.00	\$ 197,800.00	100%	\$197,800.00
03300	Building Concrete Foundations	LS	xxxx	\$ 137,600.00	\$ 137,600.00		\$0.00
03300	Building Concrete Sog	LS	xxxx	\$ 89,300.00	\$ 89,300.00		\$0.00
03300	Ground Storage Tank Concrete	LS	xxxx	\$ 75,200.00	\$ 75,200.00		\$0.00
03300	Concrete Equipment & Housekeeping Pads	LS	xxxx	\$ 68,600.00	\$ 68,600.00		\$0.00
03421	Precast Concrete	LS	xxxx	\$ 145,800.00	\$ 145,800.00		\$0.00
04200	Masonry	LS	xxxx	\$ 334,900.00	\$ 334,900.00		\$0.00
05120	Structural Steel & Metal Fabrications	LS	xxxx	\$ 182,500.00	\$ 182,500.00		\$0.00
06100	Rough Carpentry	LS	xxxx	\$ 7,200.00	\$ 7,200.00		\$0.00
06250	Cabinets, Countertops & Furniture	LS	xxxx	\$ 25,000.00	\$ 25,000.00		\$0.00
07110	Damproofing	LS	xxxx	\$ 8,050.00	\$ 8,050.00	100%	\$8,050.00
07410	SS Metal Roof & Gutters	LS	xxxx	\$ 230,000.00	\$ 230,000.00		\$0.00
07900	Joint Sealers	LS	xxxx	\$ 8,500.00	\$ 8,500.00		\$0.00
07540	PVC Membrane Roofing & Metal Coping	LS	xxxx	\$ 31,400.00	\$ 31,400.00		\$0.00
08110	Steel Doors, Frames & Hardward	LS	xxxx	\$ 31,850.00	\$ 31,850.00		\$0.00
08120	Aluminum Doors, Frames & Glazing	LS	xxxx	\$ 14,300.00	\$ 14,300.00		\$0.00
08306	Access Hatches	LS	xxxx	\$ 8,700.00	\$ 8,700.00		\$0.00
08330	Coiling Overhead Door	LS	xxxx	\$ 14,300.00	\$ 14,300.00		\$0.00
09510	Acoustical Ceilings	LS	xxxx	\$ 5,600.00	\$ 5,600.00		\$0.00
09650	Resilient Tile Flooring	LS	xxxx	\$ 8,900.00	\$ 8,900.00		\$0.00
09702	Decorative Quartz Epoxy Flooring	LS	xxxx	\$ 4,700.00	\$ 4,700.00		\$0.00
09900	Painting & Coatings	LS	xxxx	\$ 100,600.00	\$ 100,600.00		\$0.00
10400	Identifying Devices	LS	xxxx	\$ 7,500.00	\$ 7,500.00		\$0.00
10522	Fire Extinguishers	LS	xxxx	\$ 1,300.00	\$ 1,300.00		\$0.00
11200	Aerator	LS	xxxx	\$ 69,500.00	\$ 69,500.00		\$0.00
11224	Chemical Feed & Gas Disinfection Equipment	LS	xxxx	\$ 313,250.00	\$ 313,250.00		\$0.00
11320	Membrane Softening System	LS	xxxx	\$ 1,980,000.00	\$1,980,000.00		\$0.00
11321	Horizontal Pressure Filters	LS	xxxx	\$ 941,700.00	\$ 941,700.00		\$0.00
11405	Pumps	LS	xxxx	\$ 167,600.00	\$ 167,600.00		\$0.00
12490	Window Roller Shades	LS	xxxx	\$ 1,400.00	\$ 1,400.00		\$0.00
13200	Ground Storage Tank	LS	xxxx	\$ 728,000.00	\$ 728,000.00		\$0.00
13570	Inside Process Piping & Valves	LS	xxxx	\$ 861,500.00	\$ 861,500.00		\$0.00
14310	Hoisting Equipment	LS	xxxx	\$ 2,400.00	\$ 2,400.00		\$0.00
15400	Plumbing	LS	xxxx	\$ 128,500.00	\$ 128,500.00		\$0.00
15600	Heating, Ventilation & Air Conditioning	LS	xxxx	\$ 163,200.00	\$ 163,200.00		\$0.00
16000	Electrical Distribution & Lighting	LS	xxxx	\$ 812,800.00	\$ 812,800.00		\$0.00
16480	Low Voltage Motor Control Centers	LS	xxxx	\$ 145,000.00	\$ 145,000.00		\$0.00
16620	Standby Generator System	LS	xxxx	\$ 250,000.00	\$ 250,000.00		\$0.00
17100	Process Control & Instrumentation Systems	LS	xxxx	\$ 415,000.00	\$ 415,000.00		\$0.00

[illegible]

SUMMARY					
			Contract Price		Value Completed
Original Contract Price			\$10,995,400.00		\$1,230,261.40
Approved Change Order (list each)		No. 1			
		No.2			
		No. 3			
		No. 4			
Revised Contract Price			\$10,995,400.00		\$1,230,261.40
			Materials Stored		\$327,083.00
			Value of Completed Work and Materials Stored		\$1,557,344.40
			Less Retained Percentage (5%)		\$77,867.22
			Net Amount Due This Estimate		\$1,479,477.18
Less Estimate(s) Previously Approved		No. 1	\$319,803.25		
		No. 2	\$219,410.20		
		No. 3	\$67,944.00		
		No. 4	\$180,555.10		
		No. 5	\$281,798.50		
		No. 6			
		No. 7			
		No. 8			
			Total Previously Approved		\$1,069,511.05
Percent Complete	11%	Amount Due This Estimate			\$409,966.13

The amount \$409,966.13 is recommended for approval for payment in accordance with the terms of the Contract.

Prepared By: Woodruff Construction		Recommended By: Veenstra & Kimm, Inc.		Approved By: City of Huxley	
Signature <i>3phillips</i>		Signature <i>Forest Hildebrand</i>		Signature	
Title Project Manager		Title Project Engineer		Title Mayor	
Date 5-3-2022		Date 5/3/2022		Date	



INVOICE 21-105

Phone: 8005472635

Fax: 8003178770

Remit To : Lockbox 446038
P.O. Box 64048
St. Paul, MN 55164-0017

Invoice #	Invoice Date	Customer #	Page #
864802	4/4/2022	5361	1
Purchase Order		Sales Order #	
21105-15 - HUXLEY WTP IMP		987273	

Bill To	Ship To
Woodruff Construction LLC - Ft Dodge 1890 Kountry Lane Fort Dodge, IA 50501 US Attn: Zach Phillips zachp@woodruff.build	Woodruff Construction - Huxley WTP Impr 1721 East 1st Street Cambridge, IA 50046 US

E-Invoice Program		E-Invoice Email	
No			
Account Manager	Collect/Prepaid	Location	Carrier
Justin Daniels	LINE ITEM	BP	King

Item #	Description	Qty Ordered	Qty Shipped	Item Price	UOM	Extended Price
	FREIGHT Delivery Charge	1.00	1.00	215.00	EA	215.00
	RHUA36X36S2T-H24 Roof Hatch, Personnel Series, 36x36, S Dr, Zinc Hdw, Alum, Mill, Dbl Wall Curb 24in Curb	3.00	3.00	1,750.00	EA	5,250.00

Comments:

Sales Amount:	5,465.00
Misc. Amount:	0.00
Freight:	0.00
Sales Tax:	0.00
Subtotal:	5,465.00
Amount Received:	0.00
Total Due USD:	\$5,465.00

Terms Net 30

A 3% surcharge will be added to invoices that are paid by credit card.

**VHF SALES, INC.**

(Vest-Hazer-Feld & Associates)
2655 SE Enterprise Drive
Grimes, IA 50111

Invoice

Date	Invoice #
4/5/2022	15109

Bill To
All Iowa Mechanical PO Box 491 Norwalk, IA 50211

Ship To
All Iowa Mechanical 7226 70th Ave Indianola, IA 50125 Tag: PO #21JV24011 Attn: James Vigon

P.O. Number		Terms	Rep	Ship Date	Via	F.O.B.	Project		
21JV24011		Net 30	JCH	4/4/2022	Old Dominion	Factory	Huxley WWTP		
Quantity	Item Code	Description				Price Each	Amount		
1	Bard Mfg Co.	I36A1DC0Z 3 Ton ITEC Wall Mount A/C Unit + Accessories: - White Side Trim Kit - Itec Wall Sleeve - Programmable T-Stat **Note: outdoor louver and duct free plenum box are backordered and will ship seperate** *Invoice is for the full amount*				13,860.00	13,860.00		
Thank you for your business!					Subtotal \$13,860.00				
<table><tr><td>Freight Tracking Number</td></tr><tr><td>9408776020</td></tr></table>					Freight Tracking Number	9408776020	Sales Tax (0.0%) \$0.00		
					Freight Tracking Number				
9408776020									
					Total \$13,860.00				

Phone #	Fax #	E-mail	Web Site
(515) 986-3671	(515) 986-3564	accounting@vhfsales.com	www.vhfsales.com





CERTIFICATE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY)
02/24/2022

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

PRODUCER Phillips Stafford Insurance Group 2840 104th St Urbandale IA 50322		CONTACT NAME: Eric Louvan PHONE (A/C, No, Ext): (515) 978-9010 FAX (A/C, No): (888) 670-3251 E-MAIL ADDRESS: elouvan@phillipsstafford.com PRODUCER CUSTOMER ID: 00007485	
INSURED All Iowa Mechanical PO Box 491 Norwalk IA 50211		INSURER(S) AFFORDING COVERAGE INSURER A: IMT Group INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** CP2222400468 **REVISION NUMBER:**

LOCATION OF PREMISES / DESCRIPTION OF PROPERTY (Attach ACORD 101, Additional Remarks Schedule, if more space is required)


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

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	COVERED PROPERTY	LIMITS
A	<input checked="" type="checkbox"/> PROPERTY	GLV1119	07/13/2021	07/13/2022	BUILDING	\$
	CAUSES OF LOSS DEDUCTIBLES				PERSONAL PROPERTY	\$
	<input checked="" type="checkbox"/> BASIC				BUSINESS INCOME	\$
	BROAD BUILDING				EXTRA EXPENSE	\$
	SPECIAL CONTENTS				RENTAL VALUE	\$
	EARTHQUAKE				BLANKET BUILDING	\$
	WIND				BLANKET PERS PROP	\$ 10,000
	FLOOD				BLANKET BLDG & PP	\$
						\$
						\$
	<input type="checkbox"/> INLAND MARINE	TYPE OF POLICY				\$
	CAUSES OF LOSS					\$
	<input type="checkbox"/> NAMED PERILS	POLICY NUMBER				\$
						\$
	<input type="checkbox"/> CRIME					\$
	TYPE OF POLICY					\$
						\$
						\$
	<input type="checkbox"/> BOILER & MACHINERY / EQUIPMENT BREAKDOWN					\$
						\$
						\$
						\$

SPECIAL CONDITIONS / OTHER COVERAGES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

(2) Split Systems and ATY (1) Electric Unit Heater - \$9000

CERTIFICATE HOLDER **CANCELLATION**

Woodruff Construction 1890 Kountry Lane Fort Dodge IA 50501	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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COUNCIL COMMUNICATION

AGENDA HEADING:

Approving Payment Application No. 1 for the Manatt's Street Rehabilitation Projects

SYNOPSIS:

Payment application No. 1 Manatt's (1775 Old 6 Rd, Brooklyn, IA 52211) for work completed through April 28, 2022 on the Street Rehabilitation Projects.

Additional information is below and in the attachments.

FISCAL IMPACT:

Amount: \$223,472.54

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

ADDITIONAL INFORMATION:

- Work in this pay application includes removal, milling, subgrade prep, patching

PREVIOUS COUNCIL ACTION(S):

- October 12, 2021 Council approval of contract totaling \$663,374.50

RECOMMENDATION: APPROVAL

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

- Continued work on the project
- Inspection and presentation of the public improvements for Council action and acceptance

For more information on this and other agenda items, please call the City Clerk's Office at 515-597-2561 or visit the Clerk's Office, City Administration Building at 515 N. Main Ave. Council agendas are available to the public at the City Clerk's Office on Friday afternoon preceding Monday's Council meeting. Citizens can also request to receive meeting notices and agendas by email by calling the Clerk's Office or sending their request via email.

RESOLUTION NO. 22-047

**RESOLUTION AWARDING CONTRACT FOR STREET PAVING PROJECTS TO
MANATT'S AND AUTHORIZE MAYOR TO EXECUTE CONTRACT**

WHEREAS, the City of Huxley held a bid letting for the Street Paving Projects on October 7, 2021 and;

WHEREAS, Manatt's was the low bid for the projects in the amount of \$663,374.50.

WHEREAS, the first payment application has been received and is recommended for approval for work completed to date in the amount of \$223,472.54

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

Payment No. 1 in the amount of \$223,472.54 is hereby approved as presented.

Roll Call	Aye	Nay	Absent
Tracey Roberts	___	___	___
David Kuhn	___	___	___
Rory Echer	___	___	___
Niko Pilcher	___	___	___
Kevin Thompson	___	___	___

PASSED, ADOPTED AND APPROVED this 10th day of May 2022.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 22-047** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 10th day of May 2022

Kevin Deaton, Mayor

ATTEST:

Jolene Lettow, City Clerk

Project Number: 2021 Street Repairs/HMA Rehabilitation		Contract Amount	\$ 663,374.50
Contract ID:		Change Order #1	
Accounting ID:		Change Order #2	
Pay Estimate: #1		Change Order #3	
Date: 4/28/2022		Revised Contract Amount	\$ 663,374.50

Item Number	Item Code	Description	Units	Quantity	Unit Price	Amount	Quantity this Estimate	Quantity to Date	Amount
1	2101-085001	SUBGRADE PREPARATION, 12"	SY	1308	\$6.00	\$ 7,848.00	1308.00	1308.00	\$ 7,848.00
2	2102-2710070	WATER MAIN, TRENCHED, PVC, 8 INCH	LF	1645	\$71.00	\$ 116,795.00		0.00	\$ -
3	2104-2710020	WATER MAIN TEE, 8"X8"X8"	EA	5	\$1,545.00	\$ 7,725.00		0.00	\$ -
4	2105-8425015	WATER MAIN BEND, 8"	EA	2	\$1,030.00	\$ 2,060.00		0.00	\$ -
5	2115-0100000	FITTING, REDUCER, 8"X4"	EA	8	\$1,030.00	\$ 8,240.00		0.00	\$ -
6	2123-7450020	WATER SERVICE, 1" COPPER, LONG SIDE	EA	10	\$3,090.00	\$ 30,900.00		0.00	\$ -
7	2301-0690210	WATER SERVICE, 1" COPPER, SHORT SIDE	EA	16	\$1,545.00	\$ 24,720.00		0.00	\$ -
8	2303-1031750	VALVE, GATE, 8"	EA	6	\$3,090.00	\$ 18,540.00		0.00	\$ -
9	2303-1032750	FIRE HYDRANT ASSEMBLY	EA	3	\$6,695.00	\$ 20,085.00		0.00	\$ -
10	2303-1033500	FIRE HYDRANT ASSEMBLY REMOVAL	EA	3	\$2,060.00	\$ 6,180.00		0.00	\$ -
11	2303-1252343	INTAKE, SW-501	EA	2	\$5,000.00	\$ 10,000.00	1.00	1.00	\$ 5,000.00
12	2401-6745625	MANHOLE ADJUSTMENT, MINOR	EA	12	\$1,800.00	\$ 21,600.00	6.00	6.00	\$ 10,800.00
13	2402-3720000	DRIVEWAY PCC, 6"	SY	485	\$75.00	\$ 36,375.00	48.00	48.00	\$ 3,600.00
14	2403-0100010	CURB AND GUTTER, PCC	LF	996	\$32.00	\$ 31,872.00	493.50	493.50	\$ 15,792.00
15	2404-775005	PAVEMENT, HMA STANDARD TRAFFIC (ST) SURFACE, 1/2", 58-285	TON	1444	\$85.00	\$ 122,740.00	896.77	896.77	\$ 76,225.45
16	2414-6424110	PAVEMENT, HMA STANDARD TRAFFIC (ST) BASE, 3/4", 58-285	TON	298	\$80.00	\$ 23,840.00	304.65	304.65	\$ 24,372.80
17	2416-0100024	REMOVAL OF SIDEWALK	SY	229	\$10.50	\$ 2,404.50	105.00	105.00	\$ 1,102.50
18	2435-0140200	REMOVAL OF DRIVEWAY	SY	408	\$10.50	\$ 4,284.00	48.00	48.00	\$ 504.00
19	2501-0201042	SIDEWALK, PCC, 4"	SY	187	\$55.00	\$ 10,365.00	54.80	54.80	\$ 3,012.00
20	2501-5478042	SIDEWALK, PCC, 6"	SY	78	\$125.00	\$ 9,750.00	30.70	30.70	\$ 3,837.50
21	2503-0114224	DETECTABLE WARNING	SF	150	\$30.00	\$ 4,500.00	58.00	58.00	\$ 1,740.00
22	2507-6800061	FULL DEPTH PATCHES	SY	916	\$50.00	\$ 45,800.00	474.10	474.10	\$ 23,705.00
23	2510-6745850	MILLING	SY	12603	\$3.00	\$ 37,809.00	7733.00	7733.00	\$ 23,199.00
24	2524-9100030	CURB AND GUTTER REMOVAL	LF	996	\$12.00	\$ 11,952.00	493.50	493.50	\$ 5,922.00
25	2526-8285000	TEMPORARY TRAFFIC CONTROL	LS	1	\$3,000.00	\$ 3,000.00	0.62	0.62	\$ 1,860.00
26	2528-2518000	CONSTRUCTION SURVEY	LS	1	\$7,200.00	\$ 7,200.00	0.62	0.62	\$ 4,464.00
27	2528-8445110	MOBILIZATION	LS	1	\$35,000.00	\$ 35,000.00	0.62	0.62	\$ 21,700.00

Total	\$ 235,234.25
Retention 5%	\$ 11,761.71
Amount This Estimate	\$ 223,472.54
Less Previous	\$ -
Amount Due This Estimate	\$ 223,472.54

Checked and Approved as to quantities and amount:
Engineer: City of Huxley Public Works

By:  Public Works Director
Date: 4/28/2022

Checked and Approved as to final quantities and final amount:
Contractor: Manatts, Inc

By:  General Superintendent
Date: 4/29/22

Approved for Payment:
City of Huxley

By: _____ Name, Title
Date: _____

RESOLUTION NO. 22-041

**RESOLUTION APPROVING PRELIMINARY TERMS OF AN URBAN RENEWAL
DEVELOPMENT AGREEMENT WITH HYPOINT, LLC ACTIVE SENIOR LIVING**

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

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

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

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

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

Roll Call	Aye	Nay	Absent
Kevin Thompson	_____	_____	_____
Rory Echer	_____	_____	_____
Tracey Roberts	_____	_____	_____
Niko Pilcher	_____	_____	_____
Dave Kuhn	_____	_____	_____

PASSED, ADOPTED AND APPROVED this 10th day of May 2022.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 22-041** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 10th day of May 2022.

Kevin Deaton, Mayor

ATTEST:

Jolene Lettow, City Clerk

CITY COUNCIL COMMUNICATION

AGENDA HEADING:

Resolution Setting a Date of Meeting at which it is Proposed to Approve a Development Agreement with Van Houweling, CD II, Including Annual Appropriation Tax Increment Payments

SUBMITTED BY

Rita Conner, City Administrator

SYNOPSIS:

Van Houweling, CD II (Don Von Houweling, 14427 Wilden Drive Urbandale, Iowa 50323) has proposed the development of 37 single family residential lots on an estimated 33.17 acres east of 560th Avenue and north of the Blue Sky Commons Business Park. The Heart of Iowa Trail is generally at the northern boundary of the property. The developer has been requested to include construction of curb, gutter and storm sewer along 560th Avenue adjacent to the development, provide granular subbase and subdrains for the internal street and construct a trail on 560th Avenue, in accordance with the City's Trails Master Plan.

Additional information is below and in the attachments.

FISCAL IMPACT:

Amount: \$644,000 rebate grant based on the developer's up-front cash investment and the project's generation of new taxable valuation.

Funding Source: Project generated tax increment

ADDITIONAL INFORMATION:

- Additional infrastructure work is the basis for the TIF rebate
- Public improvements for the project are anticipated to be under construction this summer.
- Legal fees for City representation are noted in the draft to be paid by the City and reimbursed through TIF.

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

- Council action on Final Development Agreement



May 6, 2022

Via Email

Rita Conner
City Administrator/City Hall
Huxley, IA

Re: Development Agreement (Van Houweling, CD II)
Our File No. 419996-NEW

Dear Rita:

Attached please find proceedings to enable the City Council to act on May 10, 2022 to set May 24, 2022 as the date for a public hearing on the proposed Development Agreement with Van Houweling, CD II, including the proposal for tax increment payments.

The notice of public hearing on the Agreement must be published once, not less than four (4) and not more than twenty (20) days prior to the City Council meeting at which the hearing will be held. The last day on which the notice can effectively be published is May 20, 2022. Please print an extra copy of the notice for delivery to the newspaper. Please insert the time and place of the hearing in both the resolution and the notice and email a copy of the published notice to lemke.susan@dorsey.com.

We will prepare and forward to you in time for the May 24, 2022 meeting the necessary proceedings to approve the Agreement.

We would appreciate receiving one fully executed copy of these proceedings as soon as they are available.

Please contact John Danos or me if you have questions.

Kind regards,

Amy Bjork

Attachments

cc: Jolene Lettow

RESOLUTION NO. 22-048

Resolution Setting a Date of Meeting at which it is Proposed to Approve a Development Agreement with Van Houweling, CD II, Including Annual Appropriation Tax Increment Payments

WHEREAS, the City of Huxley, Iowa (the “City”), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted an Urban Renewal Plan for the Huxley Urban Renewal Area (the “Urban Renewal Area”); and

WHEREAS, this City Council has adopted an ordinance providing for the division of taxes levied on taxable property in the Urban Renewal Area pursuant to Section 403.19 of the Code of Iowa and establishing the fund referred to in Subsection 2 of Section 403.19 of the Code of Iowa, which fund and the portion of taxes referred to in that subsection may be irrevocably pledged by the City for the payment of the principal of and interest on indebtedness incurred under the authority of Section 403.9 of the Code of Iowa to finance or refinance in whole or in part projects in the Urban Renewal Area; and

WHEREAS, the City proposes to enter into a certain development agreement (the “Development Agreement”) with Van Houweling, CD II (the “Developer”) in connection with the development of public infrastructure necessary for the development of a residential subdivision in the Urban Renewal Area; and

WHEREAS, under the Development Agreement the City would provide financial incentives to the Developer in the form of annual appropriation incremental property tax payments (the “Payments”) in an amount not to exceed \$644,000 under the authority of Section 403.9(1) of the Code of Iowa; and

WHEREAS, it is necessary to set a date for a public hearing on the Development Agreement, pursuant to Section 403.9 of the Code of Iowa;

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

Section 1. This City Council shall meet on May 24, 2022, at _____ o’clock ____m., at the _____, in the City, at which time and place proceedings will be instituted and action taken to approve the Development Agreement and to authorize the Payments.

Section 2. The City Clerk is hereby directed to give notice of the proposed action, the time when and place where said meeting will be held, by publication at least once not less than four days and not more than twenty days before the date of said meeting in a legal newspaper of general circulation in the City. Said notice shall be in substantially the following form:

NOTICE OF MEETING FOR APPROVAL OF DEVELOPMENT AGREEMENT WITH VAN
HOUWELING, CD II AND AUTHORIZATION OF ANNUAL APPROPRIATION TAX
INCREMENT PAYMENTS

The City Council of the City of Huxley, Iowa (the “City”), will meet at the _____, on May 24, 2022, at _____ o’clock __.m., at which time and place proceedings will be instituted and action taken to consider approval of a Development Agreement between the City and Van Houweling, CD II (the “Developer”), in connection with the development of public infrastructure necessary for the development of a residential subdivision in the Huxley Urban Renewal Area. The Development Agreement provides for certain financial incentives to the Developer in the form of annual appropriation incremental property tax payments (the “Payments”) in an amount not to exceed \$644,000 to the Developer as authorized by Section 403.9 of the Code of Iowa.

The commitment to make the Payments to the Developer under the Development Agreement will not be a general obligation of the City, but the Payments will be payable solely and only from incremental property tax revenues generated within the Huxley Urban Renewal Area. Some or all of the Payments under the Development Agreement may be made subject to annual appropriation by the City Council.

At the meeting, the City Council will receive oral or written objections from any resident or property owner of the City. Thereafter, the City Council may, at the meeting or at an adjournment thereof, take additional action to approve the Development Agreement or may abandon the proposal.

This notice is given by order of the City Council of Huxley, Iowa, in accordance with Section 403.9 of the Code of Iowa.

Jolene Lettow
City Clerk

SET DATE FOR HEARING ON
DEVELOPMENT AGREEMENT AND
TAX INCREMENT PAYMENTS

(Van Houweling, CD II)

419996-NEW

Huxley, Iowa

May 10, 2022

A meeting of the City Council of the City of Huxley, Iowa, was held at _____ o'clock
____.m., on May 10, 2022, at the _____, Huxley, Iowa, pursuant to the
rules of the Council.

The Mayor presided and the roll was called, showing members present and absent as
follows:

Present: _____

Absent: _____.

Council Member _____ introduced the resolution next hereinafter
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 said resolution, and the roll being called, the following named Council Members
voted:

Ayes: _____

Nays: _____.

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

Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed.

Section 4. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved May 10, 2022.

Mayor

Attest:

City Clerk

• • • •

On motion and vote the meeting adjourned.

Mayor

Attest:

City Clerk

STATE OF IOWA
COUNTY OF STORY SS:
CITY OF HUXLEY

I, the undersigned, City Clerk of the City of Huxley, hereby certify that the foregoing is a true and correct copy of the minutes of the Council of the City relating to the adoption of a resolution to fix a date of meeting at which it is proposed to take action to approve a Development Agreement with Van Houweling, CD II.

I do further certify that the notice of hearing, to which the printed slip attached to the publisher's original 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 _____, 2022.

City Clerk

(Attach here the publisher's original affidavit with clipping of the notice as published.)

(PLEASE NOTE: Do not sign and date this certificate until you have checked a copy of the published notice and have verified that it was published on the date indicated in the publisher's affidavit.)

DEVELOPMENT AGREEMENT

This Agreement is entered into between the City of Huxley, Iowa (the “City”) and Van Houweling, CD II (the “Developer”) as of the ____ day of _____, 2022 (the “Commencement Date”).

WHEREAS, the City has established the Huxley Urban Renewal Area (the “Urban Renewal Area”) and has adopted a tax increment ordinance for the Urban Renewal Area; and

WHEREAS, the Developer owns certain property in the Urban Renewal Area, the legal description of which is set out in Exhibit A hereto (the “Property”);

WHEREAS, the Developer has undertaken the development of a residential subdivision (the “Housing Project”) on the Property and the construction of certain public infrastructure improvements in connection therewith (the “Infrastructure Project”); and

WHEREAS, the Developer has requested that the City provide tax increment financing assistance for the Infrastructure Project; and

WHEREAS, the base valuation of the Property for purposes of calculating Incremental Property Tax Revenues, as herein defined, under this Agreement and Section 403.19 of the Code of Iowa is \$_____ (the “Base Valuation”); and

WHEREAS, the Iowa Urban Renewal law requires that any project related to housing which receives tax increment financing assistance must also generate funds to be used to provide assistance related to housing for low and moderate income families; and

WHEREAS, Chapter 15A of the Code of Iowa authorizes cities to provide grants, loans, guarantees, tax incentives and other financial assistance to or for the benefit of private persons;

NOW THEREFORE, the parties hereto agree as follows:

A. Developer’s Covenants:

1. Housing Project, Subdivision, and Infrastructure Project Construction. The Developer agrees to construct the Housing Project on the Property in accordance with the detailed site plan previously approved by the City Council on _____, 20__ and set forth on Exhibit B hereto. Prior to beginning construction of the Housing Project, the Developer will subdivide the Property in accordance with applicable ordinances and regulations.

2. Infrastructure Project Construction and Costs. The Developer agrees to cause the construction of the Infrastructure Project in accordance with the timeline and specifications set forth on Exhibit C hereto. Prior to constructing the Infrastructure Project, the Developer will submit copies of all engineering documents related to the proposed Infrastructure Project to the City. The City may request reasonable changes in such documents, to ensure compliance with any applicable ordinances or regulations.

The City shall retain all rights to inspect the Infrastructure Project for quality of work and full compliance with City Code. Nothing in this subsection shall be interpreted as limiting the City's rights to not accept the work if the Infrastructure Project is not completed to the satisfaction of the City.

Upon completion of the Infrastructure Project, provided that (i) such improvements are of the type ordinarily dedicated to the City in connection with housing development projects; (ii) the City confirms to the Developer in writing that such completed improvements meet City requirements; and (iii) the City accepts such Infrastructure Project in accordance with State law, the Developer will provide the City with either a deed or permanent easement to the improvements and related right-of-way comprising the Infrastructure Project, which shall thereafter be maintained by the City.

3. Infrastructure Project Costs Documentation. Upon completion of the Infrastructure Project, the Developer agrees to provide documentation (the "Costs Documentation") detailing the costs (the "Infrastructure Costs") incurred in the completion thereof. Such Infrastructure Costs may include all infrastructure-related land acquisition costs, cost of designing and constructing the Infrastructure Project, landscaping and grading all land for the Infrastructure Project, interest expense and other costs of financing the Infrastructure Project, and other reasonably related costs of carrying out the Infrastructure Project. The Infrastructure Costs shall not include such costs as are incurred in the completion of the Housing Project.

The Costs Documentation will be accompanied by invoices, and such other documentation as is reasonably requested by the City, confirming that the Infrastructure Costs detailed in such Costs Documentation were in fact incurred in the installation of the Infrastructure Project and that such costs are of an amount reasonably to have been expected with respect to such installation. The Developer will include a cover page in the form attached hereto as Exhibit D with its submittal of the Costs Documentation.

4. Property Tax Payment Certification. The Developer agrees to certify to the City by no later than October 15 of each year during the Term (as hereinafter defined) commencing October 15, 2024, an amount (each, the "Developer's Estimate") equal to the estimated Incremental Property Tax Revenues (as hereinafter defined) anticipated to be paid in the fiscal year immediately following such certification with respect to the taxable incremental valuation of the Property.

In submitting each such Developer's Estimate, the Developer will complete and submit the worksheet (the "Worksheet") attached hereto as Exhibit E. Each Developer's Estimate shall be divided into two figures: (1) 46.98% shall be designated as the "LMI Amount" (see Section B.5 below); and (2) 53.02% shall be designated as the "Projected Payment Amount." The City reserves the right to review and request revisions to each such Developer's Estimate to ensure the accuracy of the figures submitted.

For purposes of this Agreement, Incremental Property Tax Revenues are calculated by: (1) determining the consolidated property tax levy (city, county, school, etc.) then in effect with respect to taxation of the Property; (2) subtracting (a) the debt service levies of all taxing jurisdictions, (b) the school district instructional support and physical plant and equipment levies

and (c) any other levies which may be exempted from such calculation by action of the Iowa General Assembly; (3) multiplying the resulting modified consolidated levy rate times any incremental growth in the taxable valuation of the Property, as shown on the property tax rolls of Story County, above and beyond that the Base Valuation; and (4) deducting any property tax credits which shall be available with respect to the incremental valuation of the Property.

Upon request, the City staff shall provide reasonable assistance to the Developer in completing the worksheet(s) required under this Section A.4.

5. Events of Default.

a. Events of Default. The following shall be “Events of Default” under this Agreement, and the term “Event of Default” shall mean, whenever it is used in this Agreement (unless otherwise provided), any one or more of the following events:

- (i) Failure by the Developer to complete construction of the Housing Project pursuant to the terms and conditions of this Agreement.
- (ii) Failure by the Developer to complete construction of the Infrastructure Project pursuant to the terms and conditions of this Agreement.
- (iii) Failure by the Developer to comply with Sections A.3 and A.4 of this Agreement.
- (iv) Failure by the Developer to observe or perform any other material covenant on its part, to be observed or performed hereunder.

b. Notice and Remedies. Whenever any Event of Default described in this Agreement occurs, the City shall provide written notice to the Developer describing the cause of the default and the steps that must be taken by the Developer in order to cure the default. The Developer shall have thirty (30) days after receipt of the notice to cure the default or to provide assurances satisfactory to City that the default will be cured as soon as reasonably possible. If the Developer fails to cure the default or provide assurances, City shall then have the right to:

- (i) Pursue any action available to it, at law or in equity, in order to enforce the terms of this Agreement.
- (ii) Withhold the Payments under Section B.2 of this Agreement, such right being additional to the right of annual appropriation as set forth in Section B.3 below.

6. Legal and Administrative Costs. The Developer hereby acknowledges that the City will cover the initial payment of legal fees and administrative costs (the “Actual Admin Costs”) incurred by the City in connection with the drafting, negotiation and authorization of this Agreement, including the necessary amendment to the Urban Renewal Area. Furthermore, the Developer agrees that the City shall withhold an amount (the “Admin Withholding Amount”) equal to the lesser of (1) \$8,000 or (2) the Actual Admin Costs from the initial Payments (as hereinafter set forth) in order to recover some or all of the Actual Admin Costs.

B. City's Covenants:

1. Review of Costs Documentation. The City staff will review the Cost Documentation upon receipt from the Developer. If the City determines the costs set forth in the Costs Documentation are costs reasonably incurred in the construction of the Infrastructure Project, the City shall record a summary of the date, amount and nature of the costs (the "Accepted Infrastructure Costs") on the Summary of Accepted Public Infrastructure Costs attached hereto as Exhibit F, and such summary shall be the official record of the Accepted Infrastructure Costs for purposes of tallying the Maximum Payment Total, as defined in Section B.2 of this Agreement.

If the City determines the Infrastructure Costs set forth in the Costs Documentation are not costs reasonably incurred in the construction of the Infrastructure Project, the City shall notify the Developer of such determination within fifteen (15) days of such determination in order to allow an opportunity for the Developer to cure the noted deficiencies.

2. Payments. In recognition of the Developer's obligations set out above, the City agrees to make eleven (11) annual economic development tax increment payments (the "Payments" and, individually, each a "Payment") to the Developer during the Term (as hereinafter defined) pursuant to Chapters 15A and 403 of the Code of Iowa, provided however that the aggregate, total amount of the Payments (the "Maximum Payment Total") shall not exceed the lesser of (i) the Accepted Infrastructure Costs, or (ii) \$644,000. All Payments under this Agreement shall be subject to annual appropriation by the City Council, as provided hereunder.

The Payments shall not constitute general obligations of the City, but shall be made solely and only from Incremental Property Tax Revenues received by the City from the Story County Treasurer attributable to the taxable valuation of the Property.

Prior to funding any Payments under this Agreement, the City will first withhold from the Incremental Property Tax Revenues an amount equal to the Admin Withholding Amount. Once an amount equal to the Admin Withholding Amount has been withheld by the City, the Payments shall be made as hereinafter set forth.

Each Payment shall be in an amount which represents the Incremental Property Tax Revenues received by the City with respect to the incremental valuation of the Property resulting from the Housing Project during the twelve (12) months immediately preceding such payment date reduced by the LMI Amount as set forth in Section A.4 above and Section B.5 below.

This Agreement assumes that a portion of the taxable valuation of the Housing Project will go on the property tax rolls as of January 1, 2024. Accordingly, the Payments will be made on June 1 of each fiscal year, beginning June 1, 2026, and continuing through and including June 1, 2036, or until such earlier date upon which total Payments equal to the Maximum Payment Total have been made.

3. Annual Appropriation. The Payments shall be subject to annual appropriation by the City Council. Prior to December 1 of each year during the Term (as hereinafter defined), beginning in the 2024 calendar year, the City Council of the City shall consider the question of obligating for appropriation to the funding of the Payment coming due in the following fiscal year, an amount (the "Appropriated Amount") of Incremental Property Tax

Revenues to be collected in the following fiscal year equal to or less than the Projected Payment Amount reflected in the most recently submitted Developer's Estimate.

In any given fiscal year, if the City Council determines to not obligate the then-considered Appropriated Amount, then the City will be under no obligation to fund the Payment scheduled to become due in the following fiscal year, and the Developer will have no rights whatsoever to compel the City to make such Payment, to seek damages relative thereto or to compel the funding of such Payment in future fiscal years. A determination by the City Council to not obligate funds for any particular fiscal year's Payment shall not render this Agreement null and void, and the Developer shall make the next succeeding submission of the Developer's Estimate as called for in Section A.4 above, provided however that no Payment shall be made under this Agreement after June 1, 2036.

4. Payment Amounts. Each Payment shall be in an amount equal to the corresponding Appropriated Amount (for example, for the Payment due on June 1, 2026, the amount of such Payment would be determined by the Appropriated Amount determined for certification by December 1, 2024). Furthermore, the amount of each such Payment shall not exceed the amount of Incremental Property Tax Revenues (excluding allocations of "back-fill" or "make-up" payments from the State of Iowa for property tax credits or roll-back) actually received by the City from the Story County Treasurer attributable to the taxable incremental valuation of the Property in the twelve (12) months immediately preceding such Payment due date minus the then-effective LMI Amount.

5. Low and Moderate Income Set Aside. On each Payment date, the City shall retain from then-accumulated Incremental Property Tax Revenues received with respect to the Property an amount equal to such accumulated Incremental Property Tax Revenues multiplied by the minimum percentage required by Section 403.22 of the Code of Iowa. As of the date of this Agreement, the applicable minimum percentage is 46.98%. At such time that the City has retained Incremental Property Tax Revenues equal to 46.98% of the Maximum Payment Total, the City shall no longer be required to retain the LMI Amount from the Incremental Property Tax Revenues before making the Payments to the Developer.

The Incremental Property Tax Revenues retained shall be used by the City in the provision of assistance to low and moderate income families, pursuant to Section 403.22 of the Code of Iowa. The Developer may apply to the City for all or a portion of the funds set aside for assistance to low and moderate income families, provided the Developer can document to the satisfaction of the City that housing units which are located on the Property are occupied or reserved to be occupied by families which meet the required income limits of state law. The City reserves the right to allocate funds retained under this Section B.5 in any lawful manner of its choosing.

6. Certification of Payment Obligation. In any given fiscal year, if the City Council determines to obligate the then-considered Appropriated Amount, as set forth in Section B.3 above, then the City Clerk will certify by December 1 of each such year to the Story County Auditor (for purposes of Section 403.19 of the Code of Iowa) an amount equal to the most recently obligated Appropriated Amount for the funding of the Payments, plus the corresponding LMI Amount due in the next succeeding fiscal year.

C. Administrative Provisions:

1. Assignment. Neither party shall have the right to cause the Agreement to be amended, assigned, assumed, sold or otherwise transferred without the prior written consent of the other party. However, the City hereby gives its permission that the Developer's rights to receive the economic development tax increment payments hereunder may be assigned by the Developer to a private lender, as security on a credit facility taken in connection with the Housing Project and/or the Infrastructure Project, without further action on the part of the City. This Agreement is personal to the Developer and shall not run with the Property.

2. Successors. This Agreement shall inure to the benefit of and be binding upon the successors and assigns of the parties.

3. Term. The term (the "Term") of this Agreement shall commence on the Commencement Date and end on the date on which the last Payment is made by the City to the Developer under Section B.2 above.

4. Choice of Law. This Agreement shall be deemed to be a contract made under the laws of the State of Iowa and for all purposes shall be governed by and construed in accordance with laws of the State of Iowa.

The City and the Developer have caused this Agreement to be signed in their names and on their behalf by their duly authorized officers, all as of the day and date written above.

CITY OF HUXLEY, IOWA

By: _____
Mayor

Attest:

City Clerk

VAN HOUWELING, CD II

By: _____
[Name/Title]

EXHIBIT A
LEGAL DESCRIPTION OF HOUSING PROPERTY

Certain real property situated in the City of Huxley, Story County, State of Iowa more particularly described as follows:

[INSERT LEGAL DESCRIPTION]

EXHIBIT B
SITE PLAN FOR HOUSING PROJECT

EXHIBIT C
TIMELINE AND SPECIFICATIONS OF INFRASTRUCTURE PROJECT

4881-6090-5998\1

EXHIBIT E
DEVELOPER'S ESTIMATE WORKSHEET

- (1) Date of Preparation: October ____, 20__.
- (2) Assessed Taxable Valuation of Property as of January 1, 20__:
\$_____.
- (3) Base Taxable Valuation of Property:
\$_____.
- (4) Incremental Taxable Valuation of Property (2 minus 3):
\$_____ (the "TIF Value").
- (5) Current City fiscal year consolidated property tax levy rate for purposes of calculating Incremental Property Tax Revenues (the "Adjusted Levy Rate"):
\$_____ per thousand of value.
- (6) The TIF Value (4) factored by the Adjusted Levy Rate (5).
\$_____ x \$_____/1000=\$_____ (the "Developer's Estimate")
- (7) Developer's Estimate = \$_____
- x .5302 = \$_____ (Projected Payment Amount)
- x .4698 = \$_____ (Estimated LMI Amount)

EXHIBIT F
SUMMARY OF ACCEPTED INFRASTRUCTURE COSTS

Date of Cost	Amount of Cost	Nature of Cost	Date Accepted by City

CHAPTER ____

CONSTRUCTION SITE EROSION AND SEDIMENT CONTROL

____.01 PURPOSE	____.07 INSPECTION & ENFORCEMENT
____.02 DEFINITIONS	____.08 MONITORING PROCEDURES
____.03 LANDS TO WHICH CHAPTER APPLIES	____.09 PENALTIES
____.04 REQUIREMENTS FOR COSESCO PERMIT & FEES	____.10 LIMITS OF LIABILITY
____.05 TERMINATION OF A COSESCO PERMIT	____.11 APPEAL
____.06 AUTHORITY FOR INSPECTIONS	

____.01 **PURPOSE.** It is the purpose of this chapter to establish requirements through a permit process to assure that any land disturbing activity is identified. In addition, construction sites that may cause adverse impacts to water quality, such as, but not limited to, building materials, concrete truck washout, chemicals solid waste and sanitary waste shall be subject to the provisions of this ordinance. The applicant shall provide and maintain measures to prevent pollution of private and public property by practice of proper soil erosion and sediment control to prevent or minimize water quality impacts.

____.02 **DEFINITIONS. For the purposes of this chapter terms used shall be defined as follows:**

1. "NPDES" means the National Pollutant Discharge Elimination System managed by the State of Iowa Department of Natural Resources.
2. "COSESCO" means the Construction Site Erosion and Sediment Control managed by the City of Huxley.
3. "Disturbed Area" means the part of a site on which land-disturbing activities take place. All land area that is to be disturbed at any time during the project is to be counted in determining the disturbed area, even if part of the land will be stabilized before another part is disturbed.
4. "Enforcement Officer" means the City Engineer, Public Works Director, Public Works Street Superintendent, Building Official or their authorized representative.
5. "SWPPP" means Storm Water Pollution Prevention Plan.
6. "SUDAS" means Statewide Urban Design and Specifications.

____.03 **LANDS TO WHICH CHAPTER APPLIES**

1. If the total disturbed area of the site is one acre or more, or the disturbed area of the site is less than one acre but part of a larger common plan of development that will disturb one acre or more, the applicant will be required to obtain a COSESCO permit from the City and a NPDES General Permit #2 from the Iowa Department of Natural Resources (IDNR). Application requirements in subsection _____.04.1-6 of this ordinance.

2. If the total disturbed area of the site is less than one acre, the applicant may be required to obtain a COSESCO permit from the City when a site plan is submitted with a Building Permit application. The Enforcement Officer shall have the authority to determine the need for a COSESCO permit. The site plan shall identify erosion control measures that shall include, but are not limited to:

- a. Graveled access
- b. Silt fence; or filter sock along the perimeter of developed land.
- c. Inlet protection
- d. Temporary seeding and or mulch

3. If the total disturbed area of the site is less than one acre, and not part of improvements associated with a building permit, the applicant may be required to obtain a COSESCO permit from the City. The Enforcement Officer shall have the authority to determine the need for a COSESCO permit. Application requirements are defined in subsection _____.04.7.

____.04 REQUIREMENTS FOR COSESCO PERMIT AND FEES

1. An applicant in possession of a State NPDES General Permit #2 issued by the IDNR shall immediately submit to the City full copies of the materials described below as a basis for the City to determine issuance of a City COSESCO Permit:

- a. Applicant's plans, specifications and supporting materials previously submitted to the IDNR in support of applicant's application for the State NPDES General Permit #2;
- b. Applicant's authorizations issued pursuant to applicant's State NPDES General Permit #2; and
- c. A Storm Water Pollution Prevention Plan (SWPPP) prepared in accordance with this ordinance.

2. Every SWPPP submitted to the City in support of an application for a City COSESCO Permit:

- a. Shall comply with all current minimum mandatory requirements for SWPPPs promulgated by the IDNR in connection with issuance of a State NPDES General Permit #2; and
- b. Shall, if the applicant is required by law to file a Joint Application Form, PROTECTING IOWA WATERS, IOWA DEPARTMENT OF NATURAL RESOURCES AND U.S. ARMY CORPS OF ENGINEERS, comply with all mandatory minimum requirements pertaining to such applications; and
- c. Shall comply with all other applicable state or federal permit requirements in existence at the time of application; and

- d. Shall be prepared by a licensed professional engineer or landscape architect or a professional in erosion and sediment control or a representative of the local Soil and Water Conservation District, credentials shall be in a manner acceptable to the City; and
- e. Shall include within the SWPPP a signed and dated certification by the person preparing the SWPPP that the SWPPP complies with all requirements of this ordinance.

3. In addition to the SWPPP requirements stated in subparagraph _____.04.2 which constitute minimum mandatory requirements imposed by the United States Environmental Protection Agency NPDES Permit Program, every SWPPP submitted to the City in support of an application for a City COSESCO Permit shall comply with standard design criteria identified in the Statewide Urban Design Standards and Specifications (SUDAS) and City of Huxley Supplemental Specifications Manual, as adopted by resolution by the Huxley City Council, including but not limited to design, location, and phased implementation of effective, practicable storm water pollution prevention measures, and shall also:

- a. Assure that stockpiles of soil or other materials subject to erosion by wind or water are covered, vegetated, or otherwise effectively protected from erosion and sedimentation in accordance with the amount of time the material will be on site and the manner of its proposed use; no stockpiling is allowed in the street; and
- b. Assure that all temporary erosion and sediment controls shall not be removed until the City has determined that the site has been permanently stabilized; and
- c. Assure that all disturbed sites be permanently stabilized with 70% perennial cover as measured by the USDA line transect method; and
- d. Identify methods to prevent sediment damage to adjacent properties and sensitive environmental areas such as water bodies, plant communities, rare, threatened and/or endangered species habitat, wildlife corridors, green ways, etc.; and
- e. Provide for design and construction methods to stabilize steep or long continuous slopes; and,
- f. Include measures to control the quantity and quality of storm water leaving a site before, during and after construction; and g. Provide for stabilization of all waterways and outlets; and,
- h. Protect storm sewer infrastructure from sediment loading/plugging; and
- i. Specify precautions to be taken to contain sediment when working in or crossing water bodies; and
- j. Assure stabilization of disturbed areas, including utility construction areas, as soon as possible; and
- k. Protect outlying roads from sediment and mud from construction activities, including tracking; and l. Provide for disposal of collected sediment and floating debris.

4. Issuance by the City of a City COSESCO Permit shall be a condition precedent for the issuance of a City building permit or Site Plan approval, when required.

5. For so long as a construction site is subject to a State NPDES General Permit #2 or a City COSESCO Permit, the applicant shall provide the City with current information as follows:

a. The name, address and telephone number of the person on site designated by the owner who is knowledgeable and experienced in erosion and sediment control and who will oversee compliance with the State NPDES General Permit #2 and the City COSESCO Permit;

b. The name(s), address(es) and telephone number(s) of the contractor(s) and/or subcontractors(s) that will implement each erosion and sediment control measure identified in the SWPPP.

c. Applicant's failure to provide current information shall constitute a violation of this ordinance.

6. Developers can transfer State NPDES General Permit #2 and the City COSESCO Permit responsibility to homebuilders, new lot owners, contractors and subcontractors. Transferees must agree to the transfer in writing, must agree to fulfill all obligations of the SWPPP, the State NPDES General Permit #2 and the City COSESCO Permit. Absent such written confirmation of transfer of obligations, the developer remains responsible for compliance on any lot that has been sold. A developer shall notify the City of any application to the IDNR for release of any property from a General Permit #2 pursuant to 567 IAC 64.6(6) or any similar successor provision.

a. City COSESCO Permit transfer fee is payable upon submission before approval of the transfer is granted by the Enforcement Officer. Transfer fee is as defined in the BUILDING PERMIT and INSPECTION FEE SCHEDULE as adopted by resolution by the Huxley City Council.

b. Inspection of the site will be conducted and found to be in compliance before a transfer of the City COSESCO Permit is approved.

7. Application Procedure for a City COSESCO Permit.

a. Applications and Transfer Requests for City COSESCO Permits shall be made on forms approved by the City, which may be obtained from the Building, Utility and Zoning Clerk.

b. An applicant for a City COSESCO Permit shall pay an application and inspection fee at the time of application. The amount of this fee is prescribed in the BUILDING PERMIT and INSPECTION FEE SCHEDULE as adopted by resolution by the Huxley City Council.

c. The City COSESCO Permit shall be subject to the regulations of Chapter ____ of this Code of Ordinances that dictate the Building Permit timelines of validity, expiration and renewal. A renewal fee is prescribed in the BUILDING PERMIT and INSPECTION FEE SCHEDULE as adopted by resolution by the Huxley City Council.

d. Upon receipt of an application for a City COSESCO Permit, the City shall either find that the application complies with this ordinance and issue a City COSESCO Permit in accordance with this ordinance, or that the application fails to comply with this ordinance, in which case the City shall provide a report identifying non-compliant elements of the application.

e. Issuance by the City of a City COSESCO Permit shall be a condition precedent for the issuance of a City building permit or site plan approval, when required.

____.05 TERMINATION OF A CITY COSESCO PERMIT. Application for termination of a City COSESCO Permit shall be made in the following manner:

1. The applicant shall either:

- a. Present a written request and a copy of the Notice of Discontinuation for sites that require a NPDES General Permit #2 to the Enforcement Officer upon establishment of permanent erosion control measures, or
- b. Make a verbal request for sites that do not require a NPDES General Permit #2 to the Enforcement Officer upon establishment of permanent erosion control measures.

2. The Enforcement Officer shall conduct a final inspection of the site and notify the applicant if the termination request is approved by

- a. Returning an approved copy of written request
- b. Sign off on the Inspection Report Record and issue a temporary or final Certificate of Occupancy as applicable.
- c. Issue a notice of approval if not part of the building permit process.

3. If the termination request is not approved,

- a. The Enforcement Officer shall provide the applicant a written report identifying non-compliant elements of the site and
- b. The applicant shall be charged a re-inspection fee as adopted by resolution by the Huxley City Council and
- c. This termination request procedure shall be repeated until all elements are found to be in compliance.

____.06 AUTHORITY FOR INSPECTIONS. The Enforcement Officer, bearing proper identification or credentials shall be permitted to enter all properties for the purpose of inspection in accordance with the provisions of this Code of Ordinances. While performing the necessary work on private properties, the Enforcement Officer shall observe all safety rules applicable to the location.

____.07 INSPECTION & ENFORCEMENT PROCEDURES FOR CITY COSESCO PERMITS. The Enforcement Officer shall conduct all inspections required under this ordinance.

1. Applicant shall notify the City when all initial erosion control measures required by applicant's SWPPP have been accomplished on-site.
2. Sites that require a COSESCO Permit and a NPDES Permit #2 shall require the City to conduct an inspection for the purpose of determining compliance with this ordinance at least once per calendar quarter. Within a reasonable time thereafter the Enforcement Officer shall provide a written report to the applicant identifying any non-compliance issues found. The applicant shall immediately commence corrective action and shall complete such corrective action within seventy-two (72) hours of receiving the City's report. Failure to take corrective action in a timely manner shall constitute a violation of this ordinance.
3. The enforcement official shall issue a Stop Work order to terminate activities due to failure by the applicant to implement or maintain pollution control measures. Construction shall not occur on the site at any time when the City has identified conditions of non-compliance.
4. Construction activities undertaken by an applicant prior to resolution of all discrepancies specified in the written report shall constitute a violation of this ordinance and may provide cause for the City to report violations of NPDES Permit #2 to the Iowa Department of Natural Resources.
5. All fines and fees must be paid before final platting is approved if appropriate, or any Certificates of Occupancy temporary or final are released.

____.08 MONITORING PROCEDURES FOR CITY COSESCO PERMITS. Upon issuance of a City COSESCO Permit, an applicant has an absolute duty to monitor site conditions and to report to the Enforcement Officer any change of circumstances or site conditions. The applicant shall be responsible to know what change of circumstances or site conditions pose a risk of storm water discharge in a manner inconsistent with applicant's SWPPP, State NPDES General Permit #2 and/or City COSESCO Permit.

1. The applicant shall make such report to the Enforcement Officer immediately but in any event within twenty-four (24) hours of the change of circumstances or site conditions.
2. Failure to make a timely report shall constitute a violation of this ordinance.
3. Any third party may also report to the City site conditions which the third party reasonably believes pose a risk of storm water discharge in a manner inconsistent with applicant's SWPPP, State NPDES General Permit #2 and/or City COSESCO Permit. Any concerned third party should contact the City at the storm water hotline telephone number identified on the City's website.
4. Upon receiving a report pursuant to the previous subsections, the Enforcement Officer shall conduct an inspection of the site as soon as reasonably possible and thereafter shall provide the applicant with a report identifying the conditions of non-compliance. The applicant shall immediately commence corrective action and shall complete such corrective action within seventy-two (72) hours of receiving the City's report. Failure to take corrective action in a timely manner shall constitute a violation of this ordinance, whereupon the Enforcement Officer shall immediately commence enforcement actions specified in subsection _____.09 Penalties.
5. The Enforcement Officer may conduct at least one unannounced inspection during the course of construction to monitor compliance with the State NPDES General Permit #2 and the City

COSESCO Permit. If the inspection discloses any significant non-compliance, the Enforcement Officer shall provide the applicant with a report of non-compliance and may notify the IDNR. The applicant shall immediately commence corrective action and shall complete such corrective action within seventy-two (72) hours of receiving the City's report. Failure to take corrective action in a timely manner shall constitute a violation of this ordinance, whereupon the Enforcement Officer shall immediately commence penalty actions specified in subsection _____.09 Penalties.

____.09 **PENALTIES.** Violation of any provision of this ordinance may be enforced by civil action including an action for injunctive relief. The Enforcement Officer upon the advice of the City Attorney shall undertake enforcement pursuant to this section.

1. Violation of any provision of this ordinance may also be enforced as a municipal infraction within the meaning of Chapter _ Municipal Infractions, pursuant to the City's Code of Ordinance.
2. Violation of any provision of this ordinance which causes damage to any party due to failure of the applicant to provide or maintain erosion control measures the applicant shall be responsible to restore the affected area to its original state. The City of Huxley shall assess additional fees to the applicant on a time and material basis for any and all cleanup conducted by the City to correct these areas to original state.

____.10 **LIMITS OF LIABILITY.** The City of Huxley shall not be responsible for the direct or indirect consequences to the applicant or any third parties for non-compliant conditions undetected or detected by inspection.

____.11 **APPEAL** The applicant may address administrative decisions by staff and enforcement actions of the Enforcement Officer by submitting an appeal to the Huxley City Council pursuant to the following rules:

1. The appeal must be filed in writing with the city clerk within five (5) business days of the decision or enforcement action.
2. The written appeal shall specify in detail the action appealed from, the errors allegedly made by the Enforcement Officer giving rise to the appeal, a written summary of all oral and written testimony the applicant intends to introduce at the hearing, including the names and addresses of all witnesses the applicant intends to call, copies of all documents the applicant intends to introduce at the hearing, and the relief requested.
 - a. The City Clerk shall notify the applicant and the Enforcement Officer by ordinary mail, and shall give public notice in accordance with Chapter 21, Iowa Code, of the date, time and place for the regular or special meeting of the Huxley City Council at which the hearing on the appeal shall occur. The hearing shall be scheduled for a date not less than four (4) nor more than twenty (20) days after the filing of the appeal. The rules of evidence and procedure, and the standard of proof to be applied, shall be the same as provided by Chapter 17A, Code of Iowa. The applicant may be represented by counsel at the applicant's expense. The Enforcement Officer may be represented by the city attorney or by an attorney designated by the City Council at City expense.

2022

DESCRIPTION	STATUS	COUNCIL STATUS/ AGENDA DATE (S)*	STATUS/COMPLETED/RESOLVED
FY 23 Budget	Staff FY 23 draft budget Oct 2021-Jan 22, Council review Feb-April	Feb 1-April 12	Approved
FY 23 Capital Improvement Plan (CIP)	Staff draft FY 23 CIP, 5 YR and 10 YR CIP (revised format)	1-Mar	Request Council worksession
Review Centennial & Larson Plans, Splash Pad	Staff provided background, joint meeting April 12 P & R Board	12-Apr	V & K Agr 4-26, return to Council
2022 G.O Debt Issuance Water Treatment Plant Expansion	Staff, Dorsey Whitney, Northland Securities	February 22 March 8	Approved
Personnel-Staffing-Organizational Chart	Staff provided information for Council review	Seen Jan 4, Feb 15, Feb 22, March 29	Deputy City Clerk Request
Goal Setting 2022	Staff input provided, Council input requested, initial meeting	Seen Feb 12, April 19th, April 26	Completed at May 3 Worksession
RFPs for Comp Plan Update & Space Needs Analysis	Draft RFPs for Council review, provided to Mayor, MPTem	Council info email, agenda info item	CM comments revised, ready
FY 22 Budget Amendment	24-May	24-May	
115 Main Avenue Fortner Building	Follow up to muni infrac-permit submitted after engineer report	2-22 and 3-22, permit submitted	CM-Safe Bldg-Legal call 4-29, 5-3
Main Avenue Revitalization	Committee meetings, request Council worksession	Request Council worksession	
Targeted small business/commercial development	Draft materials ready	Request Council worksession	
Highway 69 Infill and Redevelopment, Commercial	Staff review 20-21, possible programs, TIF use	Request Council worksession	
Dev Agr (Hy Point , Blue Sky, Ballard Plaza, MeadowLane)	Council review	Jan 18, F 15, M1, M15, A19, A26	May 3 Worksession for 2
Urban Renewal Plan Amendments	Actions for 2022 needed	Ongoing	
Urban Renewal Reports, TIF Certification, Annual Financial Re	Prepared annually to submit to State of Iowa	Annually to Council	
Sidewalk and Trail Priorities	CM Kuhn list	Provided 5-3	
Codification-Ordinance Changes into code, Updates	Staff review	Request Council worksession	
LilyPad/Hangar Building Reuse	Staff	CM Kuhn	
City Owned Real Estate Purchase Proposals	Public Hearings, staff input, Council review	Set hrg 4-26 and 5-3	Hold hearings, Council action
CONSESCO Ordinance (Spring 22 Construction Season)	Staff review concluded, initial Council review 2021	Need Council direction/adoption	
Bud's Automotive	Notice to abate nuisance 21 and 22, long term vehicles moved	Discussion on adding rock surface	
everett inle fence	Municipal inraction hiled, tence removal question	4/19/2022- / day notice	
Ballard School District Sidewalk Ballard Drive	Plans submitted by school district, staff review completed	4/26/2022 update	Plan review completed, Council
Story County Economic Development Group	Meets quarterly, funding recommendation	Staff Report to Council	
City/Ballard School District Fuel Agreement	Staff review		to Council
N 5th Avenue and Neighbors, School District	Staff and engineering review	Discussion of future CIP	
Planning & Zoning Commission	Ongoing Monthly	Second Council meeting/month	
Mid Iowa Community Planning Agency	Multi-community agency, compete for federal funds, tech support	Huxley membership	
Story County 2 Mile Review Plats of Survey	Submitted on regular basis from Story County-Huxley future interest	13 plats of survey reviewed	Council input-city growth, utilities, annexation
Economic Development Financing and TIF Parameters	Pre-application review, utilities, land use, TIF	5 2022 meetings held	Council goal setting
Sidewalk at N 5th and Lynwood Drive	Request from Councilmember		
V & K Wastewater Study and Service Area	Maps ready	Request Council Worksession	
Building Inspection Services and Development Environment	April 7 shutdown, current practices	Report sent to Mayor & Mayor Pro Tem	
IRUA /Xenia Rural Water Proposals-Huxley Services	IRUA Proposal, Xenia staff review	Mayor, City Admin, PW meetings	
Annexation and Two Mile Land Use	2020 and 2021 Council discussion, Story Co POS, mapping	Request Council worksession	
State and Federal Reporting ARPA, FEMA, COVID	Ongoing, provide final Council report post audits	TBD	
Story County Animal Control Agreement	Council approval, awaiting Board of Supervisors	BOS 5-2	Execution by Mayor
Cambridge Law Enforcement Contract	FY 23 to Council before end of FY 22	June 13 or 27	
New ARPA Application (HWY 69 Trail? Centennial?)	In review, Council motion to second ARPA app, Parks	TBD	
Destination Iowa, TAP, Safety, Trail Funds-CIP Match Up	Staff review	TBD	
City Website and Communication, Newsletter	4 Times per year, ongoing content	Website update consideration	
Des Moines Airport Terminal Expansion	Request from AEDC, staff review	TBD	
Huxley Public Library-Ballard School District	Library Board Member 3-29 Council, Council requests mtg	Request Council worksession	
Social Media Policy	Staff review, ready for Council review	Took to 1-4 Worksession	
Pro Commercial TIF Request	Staff review of history, ready for Council review	Sent to Mayor and Mayor Pro-Tem	
East 1st Street Kamp Development Proposal	Pre-application staff review meeting, Council review	Council info update 5-10	
Wind Turbines at Ballard High School, Blue Sky	Request from Councilmembers-DVH notified	Van Houweling to remove	
Disaster Plan Presentation	Councilmember request, Staff review 2021, ready for Council review	TBD	
IDOT Living Roadways-HWY 69	Council discussion, Staff-IDOT-Developer review, ready for Council review	Request worksession	
HWY 69 IDOT Traffic Study	Discussion with Fareway, staff, IDOT	Fareway gathering engineering info	
I-35 Widening-Bridge	Council direction to CA, Staff review with IDOT, Congressional Delegatior	Request Council worksession	
Public Assessment Policy Review	Council 2020 and 2021 discussion	Request Council worksession	
Stormwater Utility Review	Council 2020 and 2021 discussion	Request Council worksession	
Communication and transparency	You Tube, newsletter, social media policy, website update	Begin broadcasting meetings	
Joint Meetings Boards and Commissions	P & R Joint meeting held April 12	Ongoing through 2022	
Joint Meeting Huxley Development Corporation	Following Council goal setting	Request Council time(s)	

Process Steps

City Administrator discussion with Mayor

Council Informational Email

Council agenda information section

Council worksession

Council Regular Meeting Agenda