



CITY COUNCIL MEETING NOTICE

**Tuesday, May 23, 2023 6:00pm
CITY COUNCIL CHAMBERS**

AGENDA

- 1. CALL TO ORDER REGULAR MEETING: ROLL CALL**
- 2. APPROVE AGENDA AS PRESENTED AND/OR AMENDED**
- 3. PUBLIC COMMENT** – Jeff Edwards, Ballard High School Ag Teacher/Chickens
- 4. PRESENTATION** – AEDC Update/Nikki Fischer
- 5. PUBLIC HEARINGS**
 - a. Public Hearing: Rezoning of Property at 204 West Railway Street, Owned by Dennis & Sharon Heinen, from Industrial (M-1) to Multi-Family Residential (R-3) Classification
 1. Approve First Reading of Ordinance 531 on Rezoning of Property at 204 W. Railway Street from Industrial (M-1) to Multi-Family Residential (R-3)
 - b. Public Hearing: FY 23 Budget Amendments
 1. Approve Resolution No. 23-032 on FY23 Budget Amendments
- 6. CONSENT AGENDA** – *These are routine business items and will be acted upon by one Roll Call Vote without separate discussion unless a council member requests an item to be removed or considered separately.*
 - a. Approve Minutes from May 9th Council Meeting
 - b. Approve Payment of Bills
 - c. Approve Third Reading of Ordinance No. 530 to Amend Municipal Code of the City of Huxley, Iowa to Increase Number of Chickens in a Household
 - d. Approve Alcohol Permits for Fareway (Automatic Renewal Program), Casey's (104 N. Hwy. 69) and Flight Bar & Grille (outdoor sales on May 25)
 - e. Approve Resolution No. 23-033 for Pay App No. 18 for Water Treatment Plant Expansion Project
- 7. DEPARTMENT, COUNCIL AND MAYOR REPORTS**
- 8. WORK SESSION**
 - a. Relocation of Utilities for I-35 Expansion/Changes to Costs/DOT Share of Expenses
- 9. ADJOURNMENT**

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.

APRIL, 2023 REPORT HUXLEY CITY COUNCIL REPORT



BUSINESS, RETENTION, AND EXPANSION UPDATES

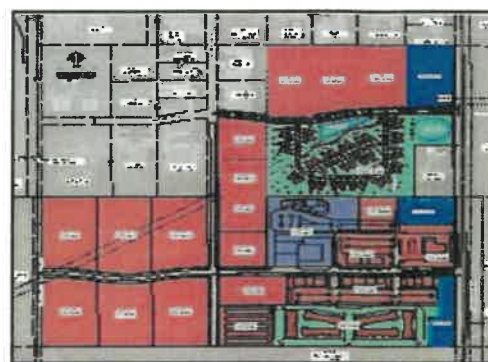
- 2 BRE visits in 2023 . Ottie Maxey is starting in July, will be specifically tasked with this responsibility
- Business directory in progress

UPCOMING EVENTS/PROJECTS

- Huxley Business Breakfast (Fall)
- Complete Business Directory
- Huxley Business Survey (Fall)

ECONOMIC DEVELOPMENT

- Supporting the Chris Gardner project at 120 South
- Working with Tim Wilson on existing office space updates
- Grant support letter for splash pad



(Chris Gardner Project)

FUEL TAKES FLIGHT IN HUXLEY

FUEL, an affiliate organization of the Ames Chamber of Commerce, exists to connect young professionals with each other, the business community, and the communities in which we live, work, and play.

In April, FUEL hosted their spring social at Flight Bar + Grille in Huxley. It was a fantastic turnout and many FUEL members were excited to attend.



TRACTION HIGHLIGHTS

Two businesses in Huxley were highlighted in the spring edition of TRACTION, a magazine from the Ames Chamber of Commerce.

Susan Frantz, owner of Fenceline Brewery, was awarded "Trailblazer of the Year", at the Ames Chamber of Commerce Annual Awards in January. Flight Bar +Grille was also featured, recognizing the work Marianne and Matt Pacha have done for the community.

5a. Public Hearing:

Rezoning of Property at 204 West Railway Street,
Owned by Dennis and Sharon Heinen,
from Industrial (M-1)
to Multi-Family Residential (R-3) Classification

5a.1 First Reading of Ordinance No. 531

Rezoning of Property at 204 West Railway Street,
Owned by Dennis and Sharon Heinen,
from Industrial (M-1)
to Multi-Family Residential (R-3) Classification

ORDINANCE NO. 531
AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF HUXLEY, IOWA, BY
REZONING PROPERTY OWNED BY DENNIS AND SHARON HEINEN FROM INDUSTRIAL
(M-1) to MULTI-FAMILY RESIDENTIAL (R-3) CLASSIFICATION.

WHEREAS, on the 15th day of May, 2023, the Planning and Zoning Commission of the City of Huxley, Iowa, held an informal public hearing on the below-described property to be considered for rezoning from Industrial (M-1) to Multi-Residential (R-3); and

WHEREAS, the Planning & Zoning Commission's motion to recommend the zoning reclassification failed; and

WHEREAS, on the 23rd day of May, 2023, after due notice and hearing as provided by law, the City Council now deems it reasonable and appropriate to rezone said property.

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

Section 1: That the Municipal Code of the City of Huxley, Iowa, be and it is hereby amended by rezoning from the present Industrial (M-1) to Multi-Family Residential (R-3) for the following described real property:

204 West Railway St. legally described as:

Parcel "C" Property Description

A part of Lot 2, Railroad Subdivision No. 2, being an Official Plat in the City of Huxley, Story County, Iowa and described as follows:

Beginning at the Northwestern corner of said Lot 2; thence North 84°22'01" East along the Northerly line of said Lot 2, 180.00 feet; thence South 0°00'00" West, 200.97 feet to a point on the Southerly line of said Lot 2; thence South 84°22'01" West along said Southerly line, 180.00 feet to the Southwesterly corner of said Lot 2; thence North 0°00'00" East along the West line of said Lot 2, 200.97 feet to the Point of Beginning and containing 0.83 acres (36,000 sq. ft.) more or less.

Property surveyed subject to any and all easements of record.

Parcel "D" Property Description

A part of Lot 2, Railroad Subdivision No. 2, being an Official Plat in the City of Huxley, Story County, Iowa and described as follows:

Beginning at the Northeasterly corner of said Lot 2; thence south 0°00'00" West along the East line of said Lot 2, 200.97 feet to the Southeasterly corner of said Lot 2; thence South 84°22'01" West along the Southerly line of said Lot 2, 165.00 feet; thence North 0°00'00" East, 200.97 feet to a point on the Northerly line of said Lot 2; thence North 84°22'01" East along said Northerly line, 165.00 feet to the Point of Beginning and containing 0.75 acres (32,999 sq. ft.) more or less.

Property surveyed subject to any and all easements of record.

LAYMAN'S DESCRIPTION:

Property in Story County, Iowa lying southeast of South Fifth Avenue and southwest of South Third Ave and north of Toybox Storage located at 203 Campus Avenue.

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

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

PASSED AND APPROVED this ____ day of _____, 2023.

Kevin Deaton, Mayor

ATTEST:

Jolene R. Lettow, City Clerk

First reading: _____
Second reading: _____
Third reading: _____
Publication Date: _____

Huxley Planning & Zoning Commission Minutes March 15, 2023

Chairman Roger Bierbaum called the meeting to order at 6:00 P.M.

ROLL CALL: Bierbaum, Murphy, Frantz, Mosher, Patterson, Ebel present. Schonhorst absent.

CITY STAFF PRESENT: Amy Kaplan- Zoning Clerk, Dave Haugland- City Administrator.

CONSULTANTS PRESENT: None.

Welcome Dave Haugland, City Administrator, to the City of Huxley.

MINUTES APPROVAL: Motion by Murphy, second by Mosher to approve the minutes from the February 21, 2023 meeting. 6 Aye. 0 Nay. MCU.

PUBLIC COMMENTS: None.

BUSINESS ITEMS: *Informal Public Hearing--Rezoning of 204 West Railway from Industrial (M-1) to Multi-Family Residential (R-3).* Denny Heinen explained his development concept of two 6-plex units and one duplex unit. Each unit will have a garage and two parking spaces. Their target market will be young families. A sidewalk will connect from Railway Park's sidewalk across the front of this development. There will also be an access to the bike trail.

Several members from the community were in attendance to express their opposition to the proposed rezoning. Some concerns discussed were:

- The danger to children with the added traffic
- No curbs/gutters
- Loss of parking for residents and also during Prairie Fest
- Negatively affecting homeowners' property value
- Discourages homeowners to buy homes in the area with rental units present
- Negative experiences with renters in the past give cause for concern
- Three-bedroom units invite children/families to move in and where would these children play at?
- The corner would turn into a party corner being relatively close to a bar
- Railway does not have the same infrastructure as other streets
- Easement into the park will decrease its natural beauty
- Parking, animals and storage will be an issue
- Too population dense
- Increased danger to bicyclists in the area due to population increase

Community members were all asked if they were ok with the property remaining zoned as Industrial (M-1) and if they understood what type of business could go in such area. Each of them stated that they were ok with the property staying M-1. One member also stated that single family residential would also be acceptable.

Motion by Mosher, second by Murphy to recommend approval of the rezoning as requested by the developer from Industrial (M-1) to Multi-Family Residential (R-3). Mosher and Murphy voted yes, Bierbaum, Ebel and Patterson voted no. Frantz abstained. Motion failed.

INFORMATIONAL ITEMS FOR PLANNING & ZONING CONSIDERATION/INPUT:

- *Council Action Update:* Kaplan gave a re-cap of the action taken at the city council meetings on topics that were discussed at last month's Planning & Zoning meeting.
- *Resume R1A Discussion:* It was requested that this topic become an agenda item. The city will invite Amy Beattie, City Attorney, to be in attendance to answer any questions that the Commission may have.
- *Resume P&Z Meeting Date and Time Discussion:* Meeting will remain at 6 PM on the third Monday of every month.
- *Welcome Dave Haugland*—Dave gave a brief description about himself, his family, his past jobs as a City Administrator in several different cities and the development projects he did at each place.

PLANNING AND ZONING COMMISSION COMMENTS:

- Several upcoming projects were discussed as well as the status of current projects.
- Next meeting will be at 6 PM on Monday June 19, 2023 in the Council Chambers.

ADJOURNMENT: Motion – Mosher, second- Frantz to adjourn meeting at 7:26 P.M. 6 ayes, 0 nays. MCU.

Amy Kaplan, Zoning Clerk

Roger Bierbaum, Chairman

Date of Approval



HUXLEY
— HEART OF THE PRAIRIE —

CITY OF HUXLEY
515 N. Main Avenue
Huxley, Iowa 50124

CITY OF HUXLEY
515-597-2561

REC#: 00159853 3/22/2023 11:30 AM
OPER: AK TERM: 003
REF#: 2666

TRAN: 0.4501 ZONING/ZBA/SITE PLAN
204 WEST RAILWAY--REZONING
ZONING/ZBA/SITE PLA 200.00CR

Petition for Rezoning

TENDERED: 200.00 CHECK
APPLIED: 200.00-

CHANGE: 0.00

Property Owner: Dennis & Sharon Heinlein
Property Address: 204 West Railway
Property Zoning: M-1
Requested Zoning: R-3
Legal Description: 13-26-281-015 And 13-26-221-009

Please provide a detailed explanation of why this change is being requested:

Would like to Build 2-plex 2-Story 3 Bedroom
rentals and 1-2 Bedroom Ranch Duplex
to be rental units.

Additional Notices; Signs. Any person who requests a land use plan amendment or rezoning of property shall cause to be erected at all the street frontages of the property a notification sign, stating a notification message as prescribed by City staff, and intended to inform the public of the proposed change and the time and place of the hearing on said change. Notification signage will be black letters on a white sign board and will be installed in accordance with the following minimum stand:

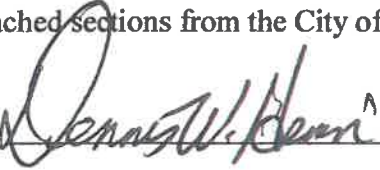
Speed Limit:	Lettering:	Number of Signs on Each Street Frontage:	Minimum:
20-35 MPH	3 Inches	One per 300'	2' x 2'
36 MPH & Greater	6 Inches	One per 1,000'	4' x 8'

Such signs shall be erected no less than seven days before the hearing before the Plan and Zoning Commission and shall remain in place until the final hearing before the City Council. It shall be the responsibility of the property owner to ensure that the signs are erected and maintained to be visible from the street rights-of-way in accordance with the provisions of this section. The failure on the part of the property owner to erect and maintain the signs may be considered by the Commission and Council, along with all other facts and circumstances, in determining whether the request for rezoning shall be granted. The property owner shall remove the signage within seven days of the date of the final action on the rezoning or land use plan amendment by the City Council. Any person who removes a sign erected by the property owner, without the property owner's consent, shall be guilty of a misdemeanor. (Subsection 165.44(8) by Ord. 393 - Dec. 08 Supp.)

I understand that there are no guarantees of passage of this request by the Planning & Zoning Commission or by the City Council. If the request is not granted the fee for variance is nonrefundable. All neighboring property owners within 200 feet will be notified of this variance request, plus a notice will be published in a local newspaper.

See attached sections from the City of Huxley Code of Ordinances.

Signed:



Date:

21 March 2023

Please attach:

- List of all property owners and addresses as required by code section 165.44(2).
- Petition for amendment to zoning map fee: \$200

Office Use Only:

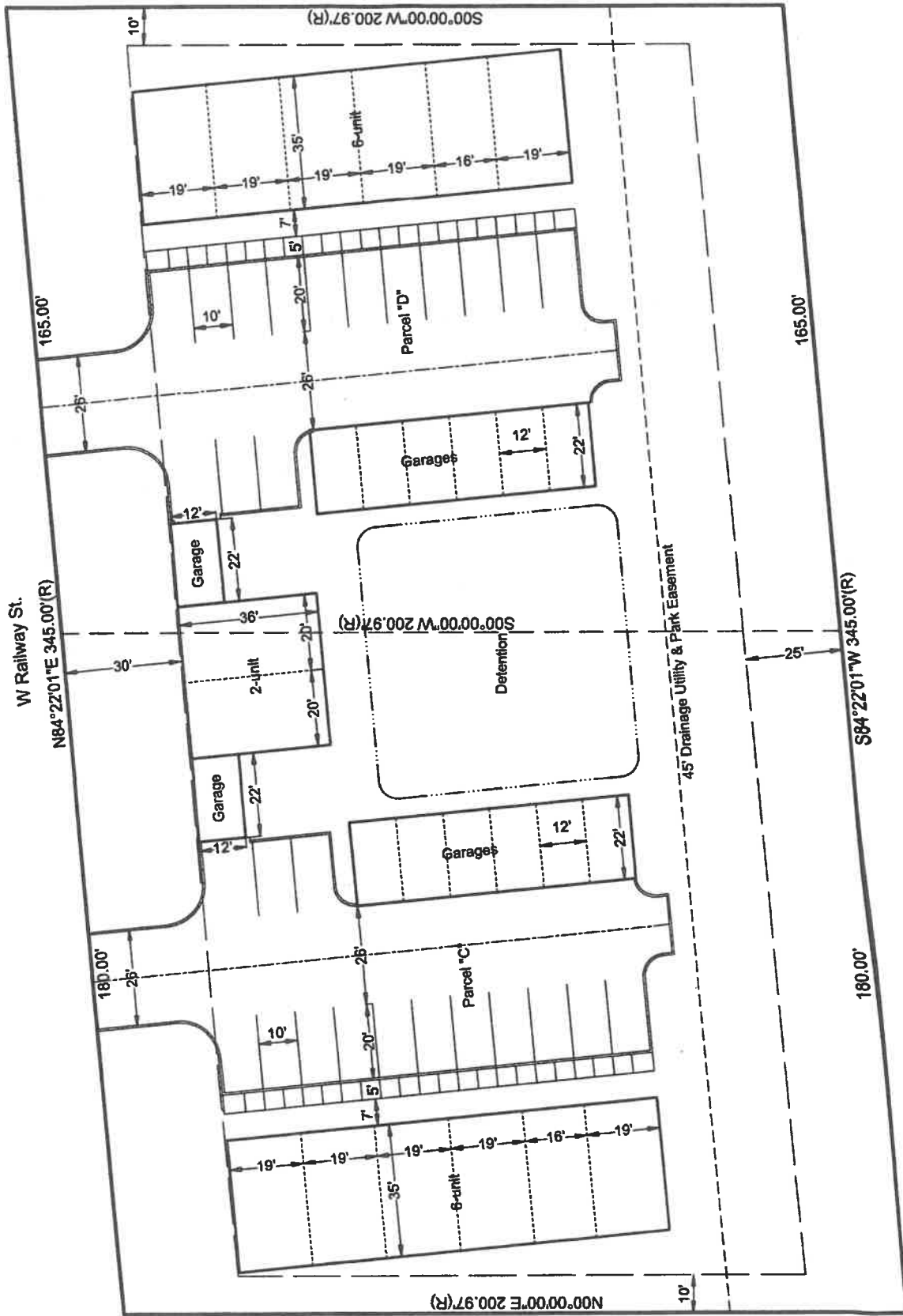
Date Submitted: _____

Board Review Date: _____

Council Review Date: _____

Date Hearing Advertised: _____

Decision of the Commission & Council:





May 1, 2023

Re: Rezoning of 204 West Railway

Dear Property Owner:

Enclosed you will find material concerning the rezoning of 204 West Railway.

Your attendance is welcome at the following hearings in the Huxley City Council Chambers located at 515 N Main Ave:

- Monday May 15th at 6:00 PM—Planning and Zoning Commission informal public hearing
- Tuesday May 23rd at 6:00 PM—City Council formal public hearing

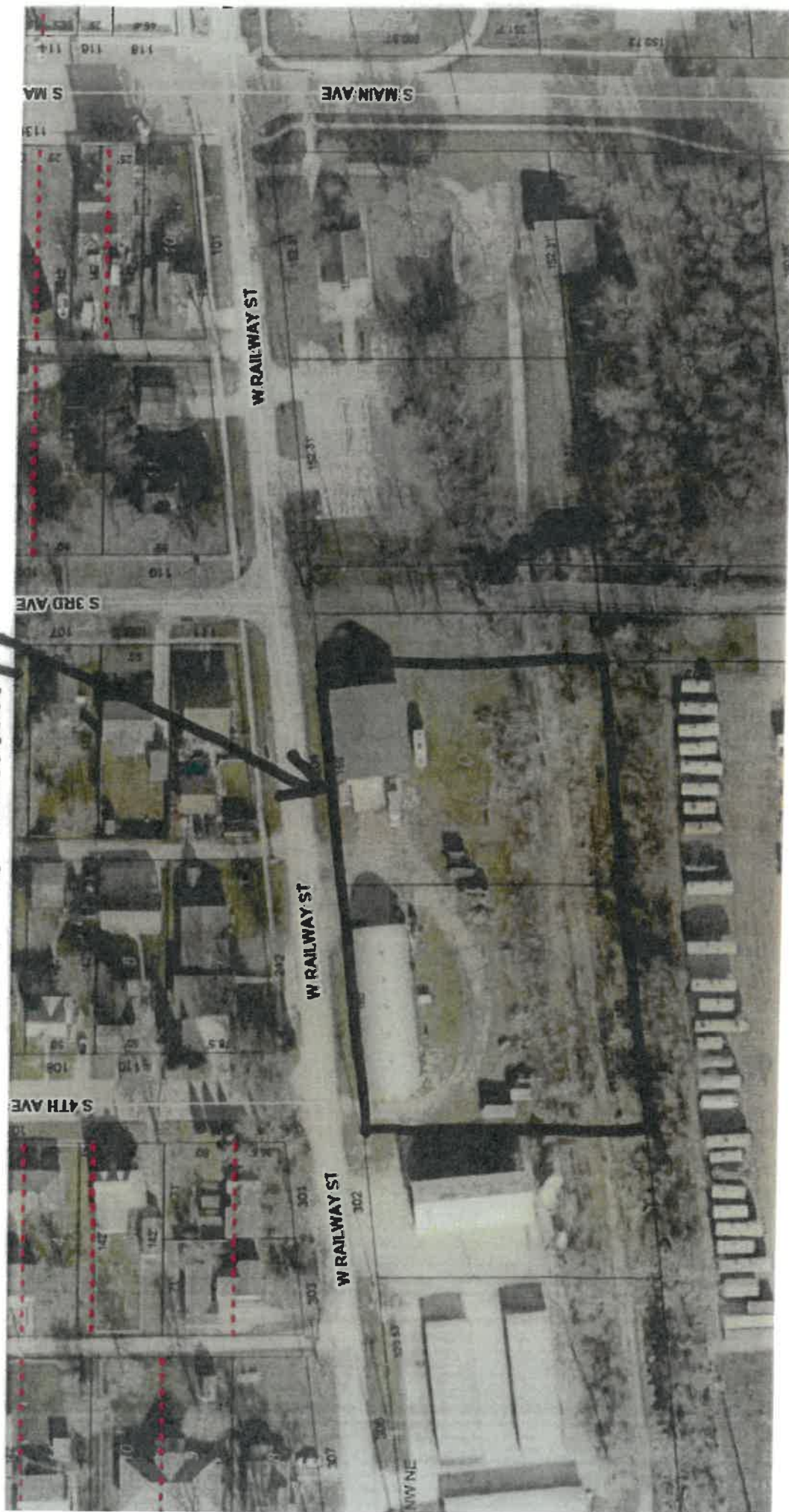
Should you have any questions, please call 515-597-2561 ext. 202

Sincerely,

A handwritten signature in black ink that reads "Amy Kaplan". The signature is written in a cursive, flowing style.

Amy Kaplan
Utility & Zoning Clerk

204 W Railway



Name	Mailing Address	City	Property Address
Toy Box Storage	203 Campus Dr	Huxley Iowa 50124	
Huxley Communications	PO Box 36	Huxley Iowa 50124	302 West Railway St.
Freedom Two LLC	506 E 1st St	Huxley Iowa 50124	306 West Railway St.
Elizabeth Kerr	101 West Railway	Huxley Iowa 50124	
Timothy & Yvette Hanson	212 West Railway	Huxley Iowa 50124	
Highway 69 LLC	PO Box 99	Huxley Iowa 50124	301 West Railway St.
Tamara Helland	6445 Vooscane Ave	Cochiti Lake NM 87083	303 West Railway St.
Spectrum Properties LLC	503 East 1st St	Huxley Iowa 50124	307 West Railway St.
William & Patricia Hoyt	106 South 3rd Ave	Huxley Iowa 50124	
Amy Meyer	107 South 3rd Ave	Huxley Iowa 50124	
Parker Elwell	109 South 3rd Ave	Huxley Iowa 50124	
Susan & Jonathon Frantz	309 N 2nd Ave	Huxley Iowa 50124	110 South 3rd Ave
Cristina & Lauren Fiesel	111 South 3rd Ave	Huxley Iowa 50124	
Brad Sommers	23653 N Ave	Dallas Center IA 50063	105 South 4th Ave
Austin Crim	108 South 4th Ave	Huxley Iowa 50124	
Ashley Snyder & Chase Grabau	109 South 4th Ave	Huxley Iowa 50124	
Robert & Penny Soat	110 South 4th Ave	Huxley Iowa 50124	
Carolyn Dallinger & Walter Lain	112 South 5th Ave	Huxley Iowa 50124	
Rick Sheldahl	32491 Highway 69	Huxley Iowa 50124	113 South Main Ave
Andy Fortner	115 South Main Ave	Huxley Iowa 50124	

LOCALIQ

Ames Tribune

PO Box 631851 Cincinnati, OH 45263-1851

PROOF OF PUBLICATION

City Of Huxley - Legals
CITY CLERK'S OFFICE
City Of Huxley - Legals
515 N Main AVE

Huxley IA 50124-9416

STATE OF WISCONSIN, COUNTY OF BROWN

The Ames Tribune, a daily newspaper printed and published at Ames, Story County, Iowa, and personal knowledge of the facts herein state and that the notice hereto annexed was Published in said newspaper in the issues dated:

05/03/2023

and that the fees charged are legal.

Sworn to and subscribed before on 05/03/2023

Legal Clerk

Notary, State of WI, County of Brown

My commission expires

Publication Cost: \$61.48

Order No: 8745431

Customer No: 842111

PO #:

THIS IS NOT AN INVOICE!

Please do not use this form for payment remittance.

AMY KOKOTT
Notary Public
State of Wisconsin

NOTICE OF PUBLIC HEARING
OF THE PLANNING AND
ZONING COMMISSION AND
HUXLEY CITY COUNCIL OF
CERTAIN PROPERTY OWNED
BY DENNIS & SHARON HEINEN
FROM INDUSTRIAL (M-1)
TO MULTI-FAMILY RESIDENTIAL
CLASSIFICATION IN
THE CITY OF HUXLEY, IOWA

TO: ALL CITIZENS AND RESIDENTS OF THE CITY OF HUXLEY, IOWA AND TO ALL OTHER PERSONS WHO MAY BE ENTITLED TO NOTICE OF A PUBLIC HEARING OF THE REZONING OF PROPERTY IN THE CITY OF HUXLEY, IOWA

YOU ARE HEREBY NOTIFIED that the Planning and Zoning Commission and City Council is considering the rezoning of certain property in the City of Huxley, Iowa.

304 West Railway St legally described as:

Parcel "C" Property Description

A part of Lot 2, Railroad Subdivision No. 2, being an Official Plat in the City of Huxley, Story County, Iowa and described as follows:

Beginning at the Northwest corner of said Lot 2; thence North 44°22'01" East along the Northernly line of said Lot 2, 184.00 feet; thence South 8°00'00" West, 200.97 feet to a point on the Southernly line of said Lot 2; thence South 84°22'01" West along said Southernly line, 180.00 feet to the Southwest corner of said Lot 2; thence North 84°22'01" East along the West line of said Lot 2, 200.97 feet to the Point of Beginning and containing 0.83 acres (18,000 sq ft.) more or less.

Property surveyed subject to any and all easements of record.

Parcel "D" Property Description

A part of Lot 2, Railroad Subdivision No. 2, being an Official Plat in the City of Huxley, Story County, Iowa and described as follows:

Beginning at the Northeast corner of said Lot 2; thence North 89°00'00" West along the East line of said Lot 2, 200.97 feet to the Southeast corner of said Lot 2; thence South 84°22'01" West, along the Southernly line of said Lot 2, 185.00 feet; thence North 89°00'00" East, 200.97 feet to a point on the Northernly line of said Lot 2; thence North 84°22'01" East along said Northernly line, 180.00 feet to the Point of Beginning and containing 0.83 acres (18,000 sq ft.) more or less.

Property surveyed subject to any and all easements of record.

LAYMAN'S DESCRIPTION:

Property in Story County, Iowa lying southeast of South Fifth Avenue and southwest of South Third Ave and north of Taylor St., one located at 203 Campus Avenue.

YOU ARE FURTHER AND SPECIFICALLY NOTIFIED that a hearing to consider rezoning in light of the requested rezoning has been set to commence in the City Council Chambers located at 515 N Main Avenue in the City of Huxley Iowa at which time and place any person wishing to speak for or against said rezoning will be given the opportunity to be heard.

Planning and Zoning Commission (informal hearing): Monday May 15, 2023 at 6:00 a.m.
City Council (formal hearing): Tuesday May 23, 2023 at 6:00 p.m.

Amy Kaplan, Zoning Clerk

REZONING-NOTICE

204 WEST RAILWAY

M-1 INDUSTRIAL TO
R-3 MULTI-FAMILY RESIDENTIAL

PLANNING & ZONING
INFORMAL HEARING
MONDAY MAY-15, 2023 6PM

CITY COUNCIL FORMAL HEARING
TUESDAY MAY-23, 2023 6PM

HUXLEY CITY CHAMBERS
515 N MAIN HUXLEY, IA 50124

202



#1 Dressing

Building Not to Scale

Dennis & Sharon Heinena
304 Sycamore Blvd
Huxley, IA 50124
May 17, 2023

Huxley City Council
Mayor: Kevin Deaton

Council Members: Dave Kuhn, Nikolas Pilcher, Rory Echer, Kevin Thompson, Tracey Roberts

Who concerns:

Regards; Zoning change 204 West Railway St.

Sharon and I own the property requesting zoning change from M-1 manufacturing to R-3 residential. Reason for the change is our desire to better improve the property and to construct rental properties to go with our existing rentals in our business known as 4HnC LLC. This business has been operating for nearly 20 years. We believe it will improve the Huxley community in form of needed rental housing and provide tax base of 10 to 15 times what is there now. You old timers can verify that the improvements that Rick and I have done to date to this property has been positive. However, the existing building which were designed for lumber and grain storage do not meet city requirement for setbacks (see drawing #1) any moving or rebuilding would not be economical possible. We would like to pursue with constructing on property with the plan (drawing # 2) of up to 14 individual rental units. Consist of 2 row house two story 6- plex's and one duplex. Size of individual units to be 1000 and 1200 sq ft, off street parking is planned for and set back requirements would conform to city codes. Egress to units would be to West Railway St.

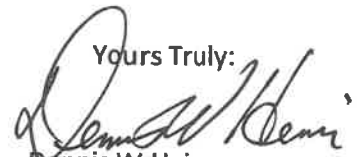
In response to P&Z meeting 15 May 2023 we think that some issues by participates may not been understood correctly.

1. Placement of existing buildings on the lot not conforming to city codes.
2. Parking along street would not change and would be up to city as same as all other residual streets.
3. Type of buildings to be constructed,
4. Understanding difference of M-1 zoning to R-3 zoning.
5. The detention area along with setbacks would provide yard area for children etc.

Council please consider the benefit of M-1 to R-3 zoning benefits to the surrounding neighborhood area and the benefit to the city as a whole.

Finally, would request that Nikolas Pilcher be excused from voting on this matter as grounds of conflict of Interest.

Yours Truly:



Dennis W Heinen



Sharon M Heinen

Amy Kaplan

From: Yvette H <musickiddykat@hotmail.com>
Sent: Friday, May 12, 2023 6:37 PM
To: Amy Kaplan
Subject: Protest letter for 204 Railway St. zoning

My husband and I disagree with the changing of industrial to residential zoning of 204 Railway St. From what is being proposed, this would make our quiet neighborhood into a much busier one. Adding 14 units would mean more traffic and not as safe neighborhood that we have now.

This would take away our personal parking in front of our house if curb and gutter were added to Railway St. There would be no place to park for our visitors besides the added traffic when it's PrairieFest. This will take parking away from Railway St. altogether.

Thank you for your time!

Yvette Hansen
Sent from my U.S.Cellular© Smartphone
Get [Outlook for Android](#)

5b. Public Hearing:
FY23 Budget Amendments

5b.1 Resolution No. 23-032
Resolution No. 23-032 on FY23 Budget Amendments

RESOLUTION NO. 23-032

RESOLUTION TO APPROVE AMENDING THE FISCAL YEAR 2023 ANNUAL BUDGET

WHEREAS, the Iowa Legislature adopted legislation that mandates that a city shall prepare and adopt a budget and shall certify taxes; and

WHEREAS, the Iowa Legislature requires each city to conduct a public hearing on the amending budget prior to adoption; and

WHEREAS, the City Clerk has published the budget amendments and notice of hearing no less than ten (10) days and no more than twenty (20) days prior to the date of the hearing; and.

WHEREAS, the Huxley City Council conducted said hearing on May 23, 2023 and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF HUXLEY, IOWA, that the Huxley City Council approves the amendments to the **FY 2023 Budget** as attached and directs the City Clerk to submit said budget amendments and all the required prepared work to the appropriate agencies.

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

PASSED, ADOPTED AND APPROVED this 23rd day of May 2023.

Kevin Deaton, Mayor

ATTEST:

Jolene R. Lettow, City Clerk

NOTICE OF PUBLIC HEARING - AMENDMENT OF CURRENT BUDGET

City of HUXLEY
Fiscal Year July 1, 2022 - June 30, 2023

The City of HUXLEY will conduct a public hearing for the purpose of amending the current budget for fiscal year ending June 30, 2023

Meeting Date/Time: 5/23/2023 06:00 PM

Contact: Jolene R Lettow

Phone: (515) 597-2561 ext: 201

Meeting Location: Council Chambers, City Hall

There will be no increase in taxes. Any residents or taxpayers will be heard for or against the proposed amendment at the time and place specified above. A detailed statement of: additional receipts, cash balances on hand at the close of the preceding fiscal year, and proposed disbursements, both past and anticipated, will be available at the hearing. Budget amendments are subject to protest. If protest petition requirements are met, the State Appeal Board will hold a local hearing. For more information, consult <https://dom.iowa.gov/local-gov-appeals>.

REVENUES & OTHER FINANCING SOURCES		Total Budget as Certified or Last Amended	Current Amendment	Total Budget After Current Amendment
Taxes Levied on Property	1	1,888,831	0	1,888,831
Less: Uncollected Delinquent Taxes - Levy Year	2	0	0	0
Net Current Property Tax	3	1,888,831	0	1,888,831
Delinquent Property Tax Revenue	4	0	0	0
TIF Revenues	5	3,021,581	0	3,021,581
Other City Taxes	6	662,910	0	662,910
Licenses & Permits	7	163,400	0	163,400
Use of Money & Property	8	649,664	0	649,664
Intergovernmental	9	583,866	0	583,866
Charges for Service	10	2,060,000	0	2,060,000
Special Assessments	11	500	0	500
Miscellaneous	12	0	302,000	302,000
Other Financing Sources	13	888,625	0	888,625
Transfers In	14	624,467	0	624,467
Total Revenues & Other Sources	15	10,543,844	302,000	10,845,844
EXPENDITURES & OTHER FINANCING USES				
Public Safety	16	1,056,277	45,000	1,101,277
Public Works	17	615,110	197,000	812,110
Health and Social Services	18	12,000	0	12,000
Culture and Recreation	19	701,225	0	701,225
Community and Economic Development	20	1,134,060	0	1,134,060
General Government	21	677,299	40,900	718,199
Debt Service	22	1,488,309	0	1,488,309
Capital Projects	23	0	6,531,000	6,531,000
Total Government Activities Expenditures	24	5,684,280	6,813,900	12,498,180
Business Type/Enterprise	25	1,410,360	413,000	1,823,360
Total Gov Activities & Business Expenditures	26	7,094,640	7,226,900	14,321,540
Transfers Out	27	624,467	0	624,467
Total Expenditures/Transfers Out	28	7,719,107	7,226,900	14,946,007
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	2,824,737	-6,924,900	-4,100,163
Beginning Fund Balance July 1, 2022	30	8,645,031	0	8,645,031
Ending Fund Balance June 30, 2023	31	11,469,768	-6,924,900	4,544,868

Explanation of Changes: Revenue: ARPA - \$302,000

Expenditures: Public Safety - Chassis - \$45,000; Public Works - Street Repairs - \$125,000, Tar Kettle - \$72,000; General Government - Website Redesign - \$8900, City Administrator Search - \$20,000, Bond Counsel - \$12,000;

Capitol Projects - Trail Paving - \$31,000, Water Plant Expansion - \$6,500,000; Enterprise: Water/Street Repairs - \$325,000, Jetter/Trailer - \$88,000

Consent Agenda

Minutes from May 9th Meeting

Payment of Bills

Third Reading of Ordinance 530
Chicken Increase per Household

Alcohol Permits
Fareway, Casey's and Flight Bar & Grille

Pay App No. 18 for
Water Treatment Plant Expansion Project

HUXLEY CITY COUNCIL MEETING MINUTES

Tuesday, May 9, 2023

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 Pro Tem Kuhn called the meeting to order at 6:00 pm.

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

CITY STAFF PRESENT: Dave Haugland – City Administrator, Jolene Lettow – City Clerk, Nathan Albaugh – Police Chief, Cathy VanMaanen – Library Director, Travis Woodbeck – Fire Chief

CONSULTANTS PRESENT: Amy Beattie – City Attorney

PRESENTATION: Story County Supervisors presented city with check for American Rescue Plan (ARP) monies that was delegated for city's water plant expansion.

CONSENT AGENDA:

- a. Approve Minutes from April 25th Council Meeting
- b. Approve Payment of Bills
- c. Approve Resolution No. 23-030 to Authorize Execution of Partial Assignment of Easement Agreement with Travis and Amy Baker – *pulled for separate discussion*
- d. Approve Resolution No. 23-031 to Set Date to Hold a Hearing on FY23 Amendments
- e. Approve Second Reading of Ordinance No. 529 to Amend Municipal Code of the City of Huxley, Iowa to Increase Number of Chickens in a Household – *pulled for separate discussion*
- f. Approve Tobacco Permits for Fareway and both Casey's Locations

CLAIMS:

ALLIANT ENERGY	UTILITIES	11,285.38
ARNOLD MOTOR SUPPLY	RETURN/DELIVERED WRONG FILTERS	1,194.08
BAUER AIDEN	FLAG FOOTBALL REF	195.00
BECKER TONYA	TRX FUSION INSTRUCTOR	80.00
BOUND TREE MEDICAL	AMBULANCE SUPPLIES	528.85
CALIGIURI GERALD	REIMBURSE FOR HIEU BUS CARDS	37.44
CLINTON H. THOMPSON	BASKETBALL OFFICIAL SPRING'23	494.00
COMPASS MINERALS AMERICA	COARSE ROCK SALT	4,234.69
EDEN HART	SCORE KEEPER	140.00
ELECTRIC PUMP	SERVICE CALL FOR RAS PUMP#2	339.50
FIRE SERVICE TRAINING BURE	FIRE SCHOOL/X7	1,025.00
GARBAGE GUYS	CITY GARBAGE PICKUP	845.00
GENERAL INSURANCE AGENCY	GENERAL LIAB GL AUDIT	3,750.00
GRAINGER	DRINKING FOUNTAIN W/BOTTLE FIL	1,316.67
GREAT-WEST LIFE & ANNUITY	DEFERRED COMPENSATION	11.54
GREENFIELD ALEX	BOOT CAMP INSTRUCTOR	95.00
HAWKINS, INC.	CHEMICALS	2,563.58
HEATHER DENER	REIMBURSE HEATHER/SUPPLIES	37.75
HILLYARD/DES MOINES	SQUEEGEE BLADE KIT/FLOOR MACH	125.56
HOKEL MACHINE SUPPLY	ARGON CO2	16.34
INTEGRATED PRINT SOLUTIONS	SOCCER SHIRTS	1,506.00
INTERNAL REVENUE SERVICE	FED WITHOLDING TAX	14,595.83
INTERSTATE BATTERIES	BATTERIES FOR FLOOR MACHINE	269.90
IOWA ONE CALL	LOCATES	33.30
JOHNSON FITNESS & WELLNESS	QRTLY MAINT ON EXERCISE BIKE	440.00
MARCO TECHNOLOGIES LLC	CONTRACT PAYMENT	274.17
MENARDS	VENT/PRO ALL WEATHER	21.63
MENARDS - AMES	24X30 BEVELED MIRRORSX2	47.98
MICROBAC LABORATORIES INC	DRINKING WATER ANALYSIS	134.75
NORTHWAY WELL & PUMP COMPA	SHALLOW WELL NO 7	124,056.70
ORTON HOMES LLC	531 WICKER DR/REFUNG PERMIT	1,000.00
OXEN TECHNOLOGY	CHANGED EMAIL NAME FOR HIEU	250.00
SATONIUS PARKER	SPRING '23 BASKETBALL OFFICIAL	455.00
SIGNARAMA	LEXAN FOR STORYWALK	609.75
STAR EQUIPMENT LTD.	2250LBS OF DOT SPEC TAR	2,227.50
STORY COUNTY ANIMAL CONTRO	ANIMAL CONTROL x5	152.00
STORY COUNTY RECORDER	STORY COUNTY RECORDER FEES	89.00

STORY COUNTY TREASURER
TASC
TASC - CLIENT INVOICES
US PLASTIC REPAIR
USA BLUEBOOK
VAN WERT COMPANY
VEENSTRA & KIMM, INC.
WILCOX DAVID
WOODRUFF CONSTRUCTION, LLC
PAYROLL

DISPATCH SERVICES	8,151.63
FLEX BENEFIT PLANS	1,181.21
ADMIN FEES	69.82
REPAIRED SLIDES X2	925.00
2 DIPPER 6' HANDLE 32 OZ CUP	330.28
METERS/100 W ERT REMOTE/ADAPT	2,618.50
NOV13-DEC17,23/WATER TREAT	20,886.76
BOOT CAMP INSTRUCTOR	135.00
WATER TREATMENT PLANT IMPROVE	579,847.23
	43,212.65
	\$861,737.47

Motion – Roberts, second- Echer to Approve Consent Agenda with Items c and e to be acted upon separately.
Roll Call: Roberts, Pilcher, Thompson, Kuhn, Echer voted yes. Motion carried.

Consent Agenda Item c: Motion – Roberts, second – Echer to Approve Resolution No. 23-030 to Authorize Execution of Partial Assignment of Easement Agreement with Travis and Amy Baker. This agreement with the property was to be completed years ago and is now being formalized. Roll Call: Echer, Kuhn, Roberts, Pilcher, Thompson voted yes. Motion carried.

Consent Agenda Item e: Motion – Thompson, second – Echer to Approve Second Reading of Ordinance No. 530 to Amend Municipal Code of the City of Huxley, Iowa to Increase Number of Chickens per Household. Councilman Kuhn expressed concern with smaller lots having many chickens on property. Suggested language be included in ordinance that states eggs cannot be sold. Roll Call: Echer, Thompson, Pilcher voted yes, Roberts, Kuhn voted no. Motion carried.

WORK SESSION:

Dave Jensen – asked if his grant application could be approved for the downtown building that he has remodeled. Council directed city administrator to conduct research on grant programs city could possibly offer.

Generator/YSS Request – YSS has asked city if they could purchase the generator that will be replaced at water treatment facility during expansion. Offer from YSS was for \$50,000. Council directed staff to prepare a property disposal plan so city will comply with best practices for disbursement of public property.

Live at Landing/Block Party - Kris Gardner approached council regarding event being held at Landing Development on Thursday, May 25. Inquired about alcohol permit. Was informed that alcohol permit application for outdoor sales through Flight Bar & Grille must be submitted to the State Alcohol and Beverages Division and then come to council for approval.

ADJOURNMENT: Motion – Echer, second – Roberts to adjourn meeting at 7:27 pm. 5 ayes, 0 nays. Motion carried.

Attest:

David Kuhn, Mayor Pro Tem

Jolene R. Lettow, City Clerk

May 23, 2023 CLAIMS

vendor	description	amount	dept
aflac	accident/cancer policy	\$263.06	a, pw, pol
amazon capital services	programs/books/dvd	\$354.64	lib
all pro plumbing	refund trade permit	\$100.00	planning & zonin
arnolds	brk line coil/brk fluid/brass nut	\$96.61	s
a king's throne	porta potty/park	\$150.45	p
automatic systems	uv panel view upgrade for water plant contols	\$6,685.00	ww
backflow solutions	annual fee	\$495.00	w
baker & taylor	books	\$411.14	lib
baker group	furnace repair	\$316.00	ww
aiden bauer	basketball referee x7 games	\$91.00	p
bud's	oil change unit#3 & #2	\$145.72	pol
cap	hoses/clamps/fittings	\$2,637.85	ww,w
cit	cleaned wet wells	\$1,651.00	ww
clean machine	carpet cleaning	\$1,820.00	lib
corporate warehouse supply	toner for konica printer/ bizhub c450i	\$489.85	a,p&r
keisha cretsinger	tree rebate	\$75.00	p
demco	book processing	\$323.97	lib
dollar general	program supplies	\$24.20	lib
dsg	8x10 flanged 90	\$475.73	w
matt fjelland	tennis instructor/gets 67% of registration revenue	\$2,105.00	p
galls	bullet resistant vest & outer carrier	\$1,043.31	p
henderson	3 way valve for brine unit	\$647.96	s
huxley communications	phone/internet/cable	\$1,522.53	a,p,p&r,w,ww
IA DOT	MARKER HANDLE/GLOVES/TRASH BAGS/PAPER TOW	\$1,565.44	P,S,W
ia dept of public safety	ia warrants & articles system/qrtly	\$300.00	police
kempkers	miscellaneous	\$880.73	all depts
logan supply	concrete pins/diamond cutting blade/5 gal cure	\$1,001.98	s
marco	contract usage charge	\$18.85	admin
menards	mechanic roller seat/dethatcher/batteries/elbow/coi	\$174.77	ww & pw
midwest alarm	fire alarm inspection	\$876.12	parks & rec,a,3c
midwest breathing	qtrly air test	\$769.79	f
north central labs	tss qa/qc	\$23.99	ww
new century/fs	fuel bill	\$2,706.39	p,w,ww,f,p,s
office of auditor of state	fiscal year '21-22 filing fee	\$625.00	admin
oxen technology	monthly chg for june'23	\$512.00	all depts
pitts lawn & tree service	j mattilla clean up	\$2,600.00	city
satonius parker	basketball official X13 games	\$455.00	p
payroll	may 15th	\$46,650.00	all depts
pepsi	pop order	\$317.19	p
pcc	ambulance billing 3/1/23 thru 3/31/23	\$443.84	ambulance
premier	copies/contracted rate	\$33.95	lib
plumb supply	split ring hanger/threadeded rod stand off	\$14.43	ww
municipal supply inc	1/8" gaskets x2 - 1/16" gaskets x2	\$41.50	w
michael sciurba	basketball official	\$198.00	parks & rec
safe building	inspections	\$12,011.39	admin
tasc	flex spending	\$1,181.21	p,p&r,pw,admin
seal master	crack pro 125 da melter/w air compressor	\$71,902.50	s

May 23, 2023 CLAIMS

staples	ink cartridge/binders/receipt book/stick notes	\$213.97	p
clint thompson	basketball official X13 games	\$494.00	p
cathy vanmaanen	mileage to state center	\$20.15	library
us cellular	fire & rescue phones	\$94.27	f & ambul
van wert	meters w/erts	\$4,941.31	w
usa bluebook	ph buffer/gauge/chromic acid/tnt 830	\$468.46	ww
veenstra	professional fees/water plant/120 south/blue sky	\$20,014.76	planning & zonin
verizon	public works & dave's cell phones	\$1,193.99	admin/pub work
walsh door & hardware	5 door closers	\$1,418.65	parks
windstream	police phones service	\$84.88	pol
xerox financial services	copier lease/	\$313.51	lib
ziegler	latch assembly/fuel,transmission,hydro filters	\$340.15	streets,ww, w
	TOTAL	\$196,012.88	
	visa		
amazon	fertilizer spikes	\$16.40	ww
amazon	noco battery charger	46.7	ww
amazon	200 watt led light	89.99	p
amazon	6 stacking banquet chairs/ floor cleaner pads	\$268.59	p
amazon	universal bond paper	\$30.35	p
amazon	flush valve w/solder kit & cast wall flange	\$89.22	p
amazon	impact socket set	\$44.97	ww
icma	membership	\$649.60	admin
amazon	books, dvds, programs	\$202.20	library
amazon	flood security light/parking lot	\$127.38	streets
sams club	paper towels & toilet paper	\$128.88	public works
amazon	solar wireless security camera	\$89.99	jeff
amazon	swivel caster wheels/set of 4	\$33.53	parks
amazon	2 custom car magnets	\$126.25	p & r
northern tool	pressure washer	\$1,199.99	ww
amazon	plastic 20 lbs ice bags/adjust wrenches	\$115.06	jeff
amazon	ice machine	\$1,589.98	public works
northern tool	x2 hoses for power washer	\$319.98	public works
ia division of criminal investigation	background check	\$15.00	fire
edui	form 941 webinar	\$199.00	admin
amazon	light for basketball court/nord kalsem	\$89.99	p
amazon	threaded stem casters	\$46.40	p
sams club	candy vending	\$52.24	p
amazon	books	\$16.35	library
usps	prepaid envelops for passports/forever	\$386.00	library
usps	postage	\$50.15	library
fareway	programs	\$20.09	library
hobby lobby	programs	\$1.99	library
passport supply	passports	\$660.25	library
amazon	plastic page protectors	\$26.95	public works
amazon	document frames	\$24.99	ww
amazon	heavy duty ring binders 3 inch	\$188.91	public works
sams club	water & gaterade	\$114.48	fire
amazon	high pressure washer hose reel 150 ft	\$165.27	ww

May 23, 2023 CLAIMS

nat'l business furniture	desk & bookcase	\$1,495.98	library
amazon	phone case/screen protect & charger	\$43.72	dave
iowa league	nuisance abatement	\$225.00	police & admin
	total visa	\$8,991.82	

ORDINANCE 530

**AN ORDINANCE AMENDING THE MUNICIPAL CODE OF HUXLEY, IOWA
BY AMENDING SECTION 55.18 DOMESTIC CHICKENS**

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

Section 1: Section 55.01(7) of the Huxley, Iowa Municipal Code is amended changing the number of chickens allowed from 4 hens to **no more than 10 hens** per household.

55.18 DOMESTIC CHICKENS. 55.01(7) allows domestic chickens within the city limits. Residents will be allowed to raise, harbor or keep hens on single-family dwelling properties with a valid permit for one year. The annual permit fee will be \$25.00. Domestic chicken permit applications are available at City Hall at 515 N. Main Avenue, Huxley, Iowa. An applicant shall complete items on the checklist prior to approving the permit. Each permit must be certified annually in the month prior to the expiration date. This section restricts the number of egg laying hens to **no more than 10 hens** per tract of land regardless of how many dwelling units are on the tract. No roosters are allowed.

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

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

PASSED AND APPROVED THIS 23rd DAY of MAY, 2023.

Kevin Deaton, Mayor

ATTEST:

Jolene R. Lettow, City Clerk



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) 216-3634		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
104 N HWY 69		Huxley	Story	50124
MAILING ADDRESS	CITY	STATE	ZIP	
1 SE CONVENIENCE BLVD	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 Retail Alcohol License	12 Month	Submitted to Local Authority
TENTATIVE EFFECTIVE DATE	TENTATIVE EXPIRATION DATE	LAST DAY OF BUSINESS	
July 1, 2023	June 30, 2024		
SUB-PERMITS			
Class E Retail Alcohol License			



Status of Business

BUSINESS TYPE

Corporation

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
DOUGLAS BEECH	Ankeny	Iowa	50021	SECRETARY	0.00	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
42-0935283 CASEY'S GENERAL STORE, INC.	ANKENY	Iowa	50021	OWNER	100.00	Yes
JESSICA GENERAL STORES	Urbandale	Iowa	50322			
Carla Heckman						



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

M&M PACHA LLC

NAME OF BUSINESS(DBA)

Flight Bar and Grille

BUSINESS

(563) 370-5095

ADDRESS OF PREMISES

931 N US Highway 69

PREMISES SUITE/APT NUMBER

CITY

Huxley

COUNTY

Story

ZIP

50124

MAILING ADDRESS

515 Meadow Brook Place

CITY

Huxley

STATE

Iowa

ZIP

50124

Contact Person

NAME

Matt Pacha

PHONE

(563) 370-5095

EMAIL

mattbpacha@gmail.com

License Information

LICENSE NUMBER

LC0047911

LICENSE/PERMIT TYPE

Class C Retail Alcohol License

TERM

12 Month

STATUS

Submitted
to Local
Authority

TENTATIVE EFFECTIVE DATE

Feb 1, 2023

TENTATIVE EXPIRATION DATE

Jan 31, 2024

LAST DAY OF BUSINESS

SUB-PERMITS

Class C Retail Alcohol License



PRIVILEGES

Catering, Outdoor Service

Status of Business

BUSINESS TYPE

Limited Liability Company

Ownership

No Ownership information found

Insurance Company Information

INSURANCE COMPANY	POLICY EFFECTIVE DATE	POLICY EXPIRATION DATE
Auto Owners Insurance Company	Jan 7, 2023	Jan 7, 2024
DRAM CANCEL DATE	OUTDOOR SERVICE EFFECTIVE DATE	OUTDOOR SERVICE EXPIRATION DATE
	May 25, 2023	May 25, 2023
BOND EFFECTIVE DATE	TEMP TRANSFER EFFECTIVE DATE	TEMP TRANSFER EXPIRATION DATE

RESOLUTION NO. 23-033

**RESOLUTION APPROVING PAYMENT APPLICATION NO. 18 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 18th payment application in the amount of \$416,979.29 and recommends payment.

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

Payment No. 17 for a total amount of \$416,979.29 is hereby approved.

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

PASSED, ADOPTED AND APPROVED this 23rd day of May, 2023.

APPROVAL BY MAYOR

I hereby approve the foregoing **Resolution No. 23-033** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 23rd day of May 2023.

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. 18

Date: May 3, 2023

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		April 1, 2023 through April 30, 2023
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	90%	\$594,900.00	
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	90%	\$297,473.00	
02520	Pavement & Sidewalks	LS	xxxx	\$ 84,400.00	\$ 84,400.00	75%	\$63,300.00	
02610	Buried Piping & Site Utilities	LS	xxxx	\$ 679,470.00	\$ 679,470.00	100%	\$679,470.00	
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	100%	\$109,067.00	
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	100%	\$137,600.00	
03300	Building Concrete Sog	LS	xxxx	\$ 89,300.00	\$ 89,300.00	100%	\$89,300.00	
03300	Ground Storage Tank Concrete	LS	xxxx	\$ 75,200.00	\$ 75,200.00	100%	\$75,200.00	
03300	Concrete Equipment & Housekeeping Pads	LS	xxxx	\$ 68,600.00	\$ 68,600.00	88%	\$60,368.00	
03421	Precast Concrete	LS	xxxx	\$ 145,800.00	\$ 145,800.00	100%	\$145,800.00	
04200	Masonry	LS	xxxx	\$ 334,900.00	\$ 334,900.00	95%	\$318,155.00	
05120	Structural Steel & Metal Fabrications	LS	xxxx	\$ 182,500.00	\$ 182,500.00	83%	\$151,475.00	
06100	Rough Carpentry	LS	xxxx	\$ 7,200.00	\$ 7,200.00	100%	\$7,200.00	
06250	Cabinets, Countertops & Furniture	LS	xxxx	\$ 25,000.00	\$ 25,000.00		\$0.00	
07110	Dampproofing	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	95%	\$218,700.00	
07900	Joint Sealers	LS	xxxx	\$ 8,500.00	\$ 8,500.00	82%	\$7,000.00	
07540	PVC Membrane Roofing & Metal Coping	LS	xxxx	\$ 31,400.00	\$ 31,400.00	100%	\$31,400.00	
08110	Steel Doors, Frames & Hardward	LS	xxxx	\$ 31,850.00	\$ 31,850.00	96%	\$30,576.00	
08120	Aluminum Doors, Frames & Glazing	LS	xxxx	\$ 14,300.00	\$ 14,300.00	100%	\$14,300.00	
08306	Access Hatches	LS	xxxx	\$ 8,700.00	\$ 8,700.00	100%	\$8,700.00	
08330	Coiling Overhead Door	LS	xxxx	\$ 14,300.00	\$ 14,300.00	100%	\$14,300.00	
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	65%	\$65,390.00	
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	37%	\$116,015.00	
11320	Membrane Softening System	LS	xxxx	\$ 1,980,000.00	\$1,980,000.00	87%	\$1,725,121.50	
11321	Horizontal Pressure Filters	LS	xxxx	\$ 941,700.00	\$ 941,700.00	95%	\$894,615.00	
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	95%	\$691,600.00	
13570	Inside Process Piping & Valves	LS	xxxx	\$ 861,500.00	\$ 861,500.00	70%	\$599,177.38	
14310	Hoisting Equipment	LS	xxxx	\$ 2,400.00	\$ 2,400.00	100%	\$2,400.00	
15400	Plumbing	LS	xxxx	\$ 128,500.00	\$ 128,500.00	77%	\$99,164.55	
15600	Heating, Ventilation & Air Conditioning	LS	xxxx	\$ 163,200.00	\$ 163,200.00	37%	\$60,780.00	
16000	Electrical Distribution & Lighting	LS	xxxx	\$ 812,800.00	\$ 812,800.00	45%	\$363,802.00	
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	


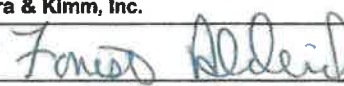


Materials Stored Summary

	Number of Units	Unit Price	Extended Cost
Circulating Fan CF-1 Stored Off Site	LS	\$8,800.00	\$8,800.00
Split Systems and EUH Stored Off Site	LS	\$30,800.00	\$30,800.00
(1) 6" Pressure Relief Valve Stored On Site	LS	\$5,688.00	\$5,688.00
A/C Unit Stored Off Site	LS	\$13,860.00	\$13,860.00
Steel and Misc. Metals Stored On Site	LS	\$9,379.53	\$9,379.53
Aerator	LS	\$55,030.00	\$55,030.00
Flanged Fittings	LS	\$28,000.00	\$28,000.00
Valves 13 & 16	LS	\$8,887.00	\$8,887.00
Check Valves 17A & 17B	LS	\$5,192.00	\$5,192.00
Verticle Turbine Pump	LS	\$30,425.00	\$30,425.00
Misc. Electrical Supplies	LS	\$29,458.00	\$29,458.00
Misc. Instrumentation	LS	\$141,100.00	\$141,100.00
Pipes and Fittings Stored On Site	LS	\$6,808.12	\$6,808.12
Valves Stored On Site	LS	\$22,549.50	\$22,549.50
Additional Valves Stored On Site	LS	\$11,682.50	\$11,682.50
Additional Pipes and Fittings Stored On Site	LS	\$1,215.50	\$1,215.50
High Service Pumps	LS	\$106,350.00	\$106,350.00
Desalitech Payment Schedule - 30% at Delivery	LS	\$56,878.50	\$56,878.50
TOTAL MATERIALS STORED			\$572,103.65

SUMMARY

		Contract Price	Value Completed
Original Contract Price		\$10,995,400.00	\$8,181,784.43
Approved Change Order (list each)	No. 1	-\$1,210.80	-\$1,210.80
Revised Contract Price		\$10,994,189.20	\$8,180,573.63
Materials Stored			\$572,103.65
Value of Completed Work and Materials Stored			\$8,752,677.28
Less Retained Percentage (5%)			\$437,633.86
Net Amount Due This Estimate			\$8,315,043.42
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	\$409,966.13	
	No. 7	\$1,463,776.27	
	No. 8	\$398,536.40	
	No. 9	\$367,147.48	
	No. 10	\$1,149,051.59	
	No. 11	\$177,257.65	
	No. 12	\$372,845.55	
	No. 13	\$618,230.75	
	No. 14	\$363,921.96	
	No. 15	\$421,189.15	
	No. 16	\$506,782.91	
	No. 17	\$579,847.23	
Total Previously Approved			\$7,898,064.12
Percent Complete	74%	Amount Due This Estimate	\$416,979.29

The amount \$416,979.29 is recommended for approval for payment in accordance with the terms of the Contract.

Prepared By: Woodruff Construction Signature  Title Project Manager Date 5-3-23	Recommended By: Veenstra & Kimm, Inc. Signature  Title Project Engineer Date 5/3/2023	Approved By: City of Huxley Signature  Title Mayor Date 5/3/2023
		Signature  Title Public Works Director Date 5/3/2023

Invoice

21-105

Page: 1

ZIMMER & FRANCESCON, INC
6200 65th AVENUE
MOLINE, IL 61265
(309) 797-1117
Fax 877-244-2508

Invoice Number: 0171652-IN
Invoice Date: 4/12/2023
Salesperson:
Customer Number: 00-WOODRUF

Sold To:

WOODRUFF CONSTRUCTION LLC
1920 PHILADELPHIA STREET
SUITE 102
AMES, IA 50010

Ship To:

WOODRUFF CONSTRUCTION LLC
C/O WTP
56793 315TH STREET
HUXLEY, IA 50124

Order No: 99585

Customer P.O.	Ship VIA	Sales Tax		Terms	Ship Date	
21105-09		IAE		NET 30 DAYS	4/12/2023	
Item Number	Unit	Ordered	Shipped	Back Ordered	Price	Amount
/60	EACH	2.00	0.00	2.00	6,380.00	0.00
EQUIPMENT						
FAIRBANKS 4" 1622 PUMP W/10HP MOTOR INCLUDES SPARES						
/60	EACH	3.00	3.00	0.00	35,450.00	106,350.00
EQUIPMENT						
FAIRBANKS 4" 1822B HSC W/100HP MOTOR INCLUDES SPARES						

Net Invoice: 106,350.00
Sales Tax: 0.00
Freight: 0.00
Invoice Total: 106,350.00

Department Reports

Administration

Library

Parks and Recreation

Police

Public Works

To: Mayor Deaton and City Council

From: David Haugland, City Administrator

Re: Monthly Activities

Meetings:

- Staff Meetings on April 24th May 1st, 8th and 15th
- Met with Mayor Deaton on several occasions
- Met with members of the EMS Department on April 26th
- Met with Story County Deputy Auditor to discuss Urban Renewal Areas on April 26th
- Visited the Senior Expo to introduce myself to the businesses in attendance on April 28th
- Met with Jeriann McLaughlin on May 1st to learn about the food pantry
- Attended the Park Board meeting on May 1st
- Attended the Huxley Development Corporation meeting on May 2nd
- Met with Councilman Kuhn on May 10th
- Planning and Zoning meeting on May 15th
- Zoning Board of Adjustment meeting on May 17th
- Meeting with John Danos and Amy Bjork, bond counsel with Dorsey & Whitney, on May 5th and 12th
- City Council work session on April 25th and May 9th
- City Council meeting on April 25th and May 9th

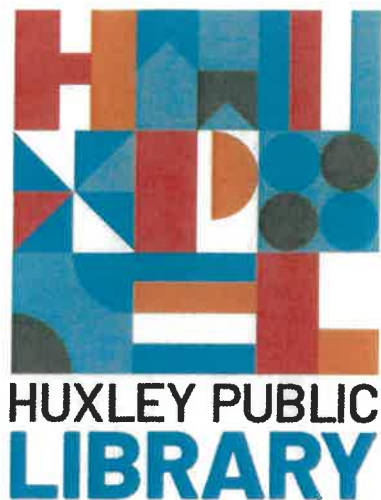
Projects:

- Met with Travis Woodbeck, Fire Chief, on April 24th to talk about the Fire and EMS departments and on May 9th
- Met with Jeff Begg, Safe Building, on May 9th
- Attended employee health benefits meeting on May 18th
- Completed the Story County Hazard Mitigation 2023 Plan Update Guide for Huxley. I would like to thank the department heads and consultants who provided information necessary to complete it
- Attended a meeting with the Public Works Director, City Engineer and one of his staff members to discuss the water main and casing relocation project on Interstate 35
- Reviewed additional numbers provided for Hy Point project
- Reviewed the construction comments and Anthem cost estimate
- Met with Sam Rankin, Ankeny Lawn Care on May 4th and reviewed follow-up site plan
- Did a full tour of the waste water treatment facility with AJ on May 16th

Miscellaneous

- Visited with the auditors on several occasions, while they were in performing the audit
- Called and visited with Chip Schultz, financial advisor, on several occasions to discuss various matters and provided numbers for his review
- Attended the Kiwanis Club meeting on May 3rd
- I have continued reading numerous city documents and policies working to familiarize myself with them and driving around and learning the community

- Attended the Iowa League of Cities Nuisance Conference in Newton on May 10th with Chief Albaugh and Sergeant Caliguiri
- Met with the LePage's on May 12th to discuss a drainage problem
- Received a couple of nuisance complaints from residents, which the police department is working on and following up with the status of those with residents who made the complaints
- Had a phone conversation with Levi Bappe, Huxley Communications, regarding a project they are looking into for expansion
- Had a phone conversation with Joe Johns regarding the possible expansion of the vet clinic here in town
- Provided a copy of the downtown grant application to council that I used in West Liberty for review and comment
- Have reached out to West Liberty to get a copy of their policy for disposing of city property
- Met Pastor Stephen Moore from the Ballard Creek Church



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

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

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

Library Report, May, 2023

All programs can be found on the website calendar.

<https://huxleyiowa.org/public-library-2/calendar/>

Currently we are preparing for the summer reading program. This typically serves around 200 kids a week.

To date we have 10 area businesses donating in kind or financially to support the program.

You are invited to the morning kick-off on June 2, right outside city hall. Also mark June 30 on your calendar. Performers, Mixed Nuts, will be in the Safe Room at 10:30 as our "big" summer event.

We anticipate further conversations concerning the legislation pointed at school libraries. The library board is exploring ideas to more isolate a school collection, but we're unsure if it's even feasible.

Please note the statistical report I supply to the Library Board each month.

Cathy Van Maanen
Director of Library Services

Huxley Public Library - Monthly Report

Librarian's Report to the Library Board of Trustees for the month of April, 2023

NEW PATRONS REGISTERED

16	City Adult
1	City Youth
5	County or area Adult
	County or area Youth
22	Total

CIRCULATION-Patron Report Class

126	In-House Use
1080	Huxley Adult circulation
64	Huxley Youth circulation
260	Rural Story County circulation
62	Other rural circulation
351	Other cities circulation
456	Ballard Student circulation
14	Ballard Teacher circulation
0	Daycares
35	ILL Sent
36	Computer Mouse
2484	Total

OTHER

99	Average Daily Circulation
2703	Door Counter
48	Adult Program attendance
22	General Interst attendance
93	Youth Program attendance

RECIEPTS FROM PETTY CASH

\$18.00	Lost/Damaged books
\$54.75	Copier / printer
\$10.00	FAX fees
\$50.00	Donations
\$2,224.06	Passports
\$2,356.81	Total Cash Receipts

CIRCULATION-Item Report Class

Print Materials:

130	Adult Non-Fiction
423	Adult Fiction
294	Young Adult
76	Juvenile Non-Fiction
428	Juvenile Fiction
850	Easy Books
7	Periodicals
26	ILL Received
2234	Total Print

Non-Print Materials

165	DVDS
10	Audio/CDs
35	Other (kits, etc)
40	Computers

250 Total Non-Print

2484 Total of Materials Loaned

Digital Downloads

118	hoopla
447	Bridges
565	Total

3049 GRAND TOTAL

2022-
3091

Prepared by C. Van Maanen



HUXLEY

PARKS & RECREATION DEPARTMENT

To: Honorable Mayor Kevin Deaton & City Council
From: Heather Denger
Date: 5/17/22
Re: Parks & Recreation May 2023 Department Report

3C's Update

- **Membership Update**

	12 Month Memberships	6 Month Memberships	3 Month Memberships	EFT Bank Memberships	Total Active Memberships
May 2023	333	91	5	70	497
May 2022	295	78	3	67	443
May 2021	267	73	6	55	401

- There were 2,415 total visits to the Citizens Community Center during April 2023.
- Men's basketball league is over half-way through season. Season ending tournament is June 3-4.
- Youth Soccer ends May 25th, Bam-Bam ends June 3rd, Tennis is done.
- Iowa Attack is renting the gymnasium Friday, May 19th and Saturday, May 20th for basketball tournament.
- Purchased new batteries and squeegee for floor machine.
- Did Spring newsletter and mailed to Huxley residents
- Participated in Senior Health Expo April 28th
- We are currently taking registrations for Summer Hump Day Hallelujah, Summer Tennis and Huxley Hustler Running Club.

Parks & Trails Update

- Rocky has opened all Park Restrooms, put up all sport nets, installed shade cover at Railroad Park, maintained soccer fields and has been busy mowing.
- New door closers were purchased from Walsh Doors. Rocky installed at Nord Kalsem bathrooms, Railroad Park bathrooms and Berhow Park bathroom.

Parks & Recreation Board Update

- Our May Park Board Meeting met Monday, May 1st at 6pm in Council Chambers.
- We have applied for a grant for the Huxley Hustler Running Program. Grant would provide shoes/race entries for qualified participants as well as water bottles for all participants. \$4,625 Grant through Saucony: Run for Good program.
- Party in the Parks: June 22 Car Show, July 13 Princess and Superhero Party, August 10 Community Night.



HUXLEY

PARKS & RECREATION DEPARTMENT

- Decision was made to add play structure for younger children at Berhow Park 2023-2024 fiscal year.
- Final planning for Make a Splash 2023 fundraising campaign for future Splash Pad. Campaign launches Memorial Day and our goal is to have \$\$ raised by Prairiefest!
- Discussed specifically naming the 3 C's fitness center and rate change
- Next Meeting Monday, June 5th at 6pm in Council Chambers

Tree Board Update

- Tree Board met Monday, May 15th.
- Discussed arctis tree tracking updates/pruning needs
- John Uselding will be coordinating with Rocky Smith to train Summer seasonal staff on proper tree care/mulching/pruning
- Final plans were made for tree planting project to be completed in Fall 2023 on the right-of-way along Meadowlane. Homeowners affected will be invited to an informal meeting on Monday, June 12th at 6pm in Council Chambers
- Received \$4,000 check from Trees Forever for planting project along Meadowlane

Police Report

I have been in contact with School Superintendent, Ottie Maxey, who seems to be enthusiastic with moving forward quickly with the School Resource Program. I received an email from Mr. Maxey asking if we could put a "due date" for the contract to be completed.

I supplied Mr. Maxey with a rough draft of the agreement and gave it to him on Tuesday, May 2nd. It was sent so it could be edited and written in a more legal language from the school. This version was sent back to me on Monday, May 8th and then handed over to Council for review. This version is also editable so city council and legal can review it and make changes as needed.

As I have read the contract, I noticed that there was an omission as far as the startup costs. Please look at Article V on page 6. There is mention of the school's portion (75%) of the officer's salary, insurance, IPERS, training costs, but no mention of the startup costs. I have attached a sheet with both startup costs and salary / benefits / IPERS / training costs that will be included in the agreement that will be returned to the School Board. There is mention of the contract duration of five (5) years within the third paragraph of page 1.

I welcome any thoughts you may have regarding this contract.

There has been other department news / activities for the month:

I'm happy to announce that we were awarded a grant from the Governor's Traffic Safety Bureau (GTSB) in the amount of \$8500. The majority of this grant is to pay for officers to provide extra traffic enforcement. The officer receives overtime pay which is first paid out by the city and then reimbursed by GTSB.

The grant request was written in a way that we can use a majority of the hours at any time of any day. What this means for us is that we can also target problem areas of town during problem times. (For example Lynwood before and after school.) This grant also provides funding for a Lidar. (Think of it as a speed radar only it uses laser). In years past, the grant had been a bit more restrictive as more hours were geared toward alcohol related offenses and therefore were only to be used during the evening hours of Thurs, Fri, Sat.

We are now starting to make contact with citizens who have been neglecting their lawn care as some lawns have grass / weeds that are approaching the 12 inch limit. Most citizens need only one contact with an officer to correct the problem. However, I have taken notice of at least one sign in a yard claiming "No Mow May". At the time of this report, there is a lot of May left and the grass / weeds will almost surely become in violation.

J.J. has been in contact with two more property owners (2nd Street / Main Ave-Fjelland, and South 4th / West 1st-Williams) who have been neglecting their property. He has advised the owners of the potential process of the violations and has given the owners / renters a reasonable amount of time to correct the violations in order to avoid formal action.

We are waiting for communication from legal counsel to move forward with two properties who are in violation of the ordinance. As I understand, the attorney we had been working with has accepted a new position and her replacement is being briefed and brought up to speed on the situation.

Nathan Albaugh
Huxley Police Department

**28E AGREEMENT BETWEEN
BALLARD COMMUNITY SCHOOL DISTRICT
AND
CITY OF HUXLEY, IOWA
SCHOOL RESOURCE OFFICER PROGRAM**

This Agreement for School Resource Officer Program ("Agreement") is made and entered into this [day] of [month, year], by and between the BALLARD COMMUNITY SCHOOL DISTRICT, an Iowa school corporation organized and existing under the provisions of Iowa Code Chapter 274, (hereinafter referred to as "District") and CITY OF HUXLEY, an Iowa city organized and existing under the provisions of Iowa Code Chapter 362, (hereinafter referred to as "Huxley").

This Agreement is entered into pursuant to the provisions of Chapter 28E of the Code of Iowa. This Agreement is between three public agencies for joint or cooperative action. Neither a separate legal or administrative entity, nor joint board, will be created for administration of this Agreement. The Huxley Police Chief or designee, and the District's Superintendent of Schools or designee shall be designated as the Administrators of this Agreement for purposes of Iowa Code Chapter 28E.

After execution of this Agreement by the District and Huxley, it shall be filed in the office of the Iowa Secretary of State as required by law. This Agreement shall be effective when executed and filed as set forth above and shall continue for an initial period of five (5) years unless sooner terminated as provided herein.

ARTICLE I

General

The parties share a mutual interest to maintain an atmosphere in the District schools where school staff and students have a safe learning environment. The School Resource Officer program presents a cooperative approach towards addressing various collaborative efforts to maximize student safety, performance, and wellbeing.

School Resource Officer programs are recognized nationally as programs that effectively establish positive working relationships between schools and law enforcement. The School Resource Officer (SRO) will assist school administrators by taking immediate action when law enforcement intervention is warranted. Additionally, the SRO will provide guidance and support in assisting school staff, students and parents with a variety of non-emergency law enforcement related matters.

Through relationship building and problem-solving efforts and by cooperative efforts with school staff, students, parents, courts, the surrounding neighborhood, and the community's social service organization, the SRO program strives to assist the District with providing safe schools and a safe neighborhood environment. The SRO will seek to assist juveniles in learning the

consequences of their actions, while recognizing that the criminal justice system may not be the best alternative for all persons.

Selection

1. The SRO will be a certified, non-probationary law enforcement officer who maintains at least the minimum qualifications required for employment as a law enforcement officer with the Huxley Police Department. The typical term of service is five (5) years. Modifications to this term of service involve the police union contract, police policies, and police administration.
2. Selection of the SRO is completed by the Huxley Police Department with advisory input from District representatives. An advisory committee will be comprised of representatives from the District who will be appointed by the Superintendent and representatives from the Huxley Police Department, who will be appointed by the Chief of Police. The Advisory Committee will make recommendations on the SRO selection to the Police Chief. The Chief will consider the committee's recommendations; however, selection of the SRO is within the sole discretion of the Police Chief.

Commented [1]: Optional

Supervision and Program Assessment

1. The Police Department shall assign a higher-ranking officer to supervise the officer assigned to the SRO program.
2. In addition to providing direction for the SRO, the SRO supervisor will serve as a liaison between the District and Huxley in order to resolve matters of mutual concern.
3. The SRO, the school principal or designee, and, if desired, the SRO supervisor, will meet at the beginning of each school year to determine the goals of the SRO. An assessment mechanism shall be developed jointly, in an effort to determine the effectiveness of the SRO program. End of year meetings may be held to determine progress and make adjustments as needed. The following areas, at a minimum, will be used to evaluate the program:
 - a. Success of established goals and objectives.
 - b. Accomplishment of tasks agreed upon as part of any work plan written in conjunction with the school principal(s).
4. The Police Chief who supervises the SRO or designee, in consultation with the applicable school principal or designee, will complete a performance evaluation of the SRO at the end of each school term. The District shall provide requested information and reports to facilitate this evaluation, which may include a recommendation to the Police Chief that the SRO not be assigned to that school the following year. The Police Chief will consider the evaluation and the input of the District when assigning an officer to a building and will make a good faith effort to address any concerns raised. Ultimately, however, the final decision on which officer will be assigned as an SRO is within the sole discretion of the Police Chief.

Assignment

1. It is anticipated that a total of one (1) SRO will be assigned to the District for use in the following schools: Ballard Community High School, Ballard Middle School, East Elementary and West Elementary. It is anticipated that the primary assignments will be at the High School and Middle School, with attendance as available at the Elementary Schools.
2. The SRO shall be assigned for forty (40) hours per week during those weeks that the schools are in regular session. The SRO is considered by the City who employs the SRO as a "non-exempt" employee covered by the Fair Labor Standards Act and subject to it and the police union contract for compensation and pay. Duty hours shall not exceed the limitations of the police contract and Fair Labor Standards Act requirements.
3. Regular working hours may be adjusted on a situational basis with the mutual approval of the Superintendent or designee, SRO supervisor, and SRO. These adjustments may be to attend school-related events requiring the presence of a law enforcement officer. Such adjustments will be in accordance with the Fair Labor Standards Act and police contract. Overtime required for special events such as athletic functions or school board meetings shall be charged to the District. Requests for SRO presence at special meetings, events, or additional activities will be evaluated on a case-by-case basis with priority given to those situations most closely related to the core function of the SRO in the school. Requests of this nature should be made to the Police Chief who supervises the SRO. If investigative overtime is necessary, the Police Department through which the SRO is employed shall be responsible.
4. The SRO may be temporarily reassigned by the City through which the SRO is employed during school holidays or vacations and/or during times of emergencies. Such duty assignment will be under the direction of the SRO supervisor. The SRO may also be required to work youth-related police duty assignments, at times when school is not in session, when so directed by the SRO supervisor.
5. The SRO is expected to attend all training, meetings, and appointments assigned by the SRO's Police Department. It is recognized that some of these may conflict with officer availability at the school during normal school hours. These conflicts will be minimized as much as possible, but the potential exists that such requirements will take precedence over school presence. The SRO shall strive to keep the school principal or designee informed about SRO absences and activities on a need to know basis.
6. With the approval of the SRO's supervisor, the SRO will be allowed to request and utilize their annual leave throughout the year. The SRO's vacation time in excess of five (5) days must be taken during school vacations or holiday breaks. Vacation time or compensatory time not in excess of five (5) days may be taken during the school year with the approval of the SROs' supervisor and prior written notification to the District. The Chief of Police overseeing the SRO will provide a temporary substitute for the duration of the SRO's vacation when possible.

Commented [2]: Please confirm with the City

7. The District shall designate the SRO as a "school official" under the Family Educational Rights and Privacy Act (FERPA) and, as such, may provide the SRO with access to student information systems, to include access to information relating to all students enrolled in the District, for the purpose of minimizing juvenile delinquency and truancy and maintaining student safety. Any information obtained by the SRO through such access shall be subject to the confidentiality provisions of state and federal law, including limitations on redisclosure. The purpose of this information sharing is not to aid in prosecuting juvenile delinquency cases.

ARTICLE II

Duties and Responsibilities of School Resource Officers

1. The SRO shall develop friendly contact between the Police Department and the City's youth.
2. The SRO shall enforce state laws and local ordinances and coordinate directly with the school principal or designee to provide security during school hours.
3. The SRO should be familiar with all law enforcement case information pertaining to schools, students and the neighborhood surrounding the campus. The SROs shall engage in effective problem solving and liaison with neighborhoods surrounding the schools, which may be affected by the conduct of students.
4. The SRO should facilitate and assist with law enforcement investigations involving victims, witnesses and suspects associated with the schools. The SRO shall assist in or provide effective alternatives to court whenever possible.
5. SROs are police officers and not necessarily certified teachers, school administrators, nor school counselors. The officer will assist the teachers with classroom presentations on relevant topics when requested and able. The officer will also work with families, individual students, and other school staff members with counseling and guidance efforts when requested and appropriate. The SRO shall further provide students with information regarding the role of laws, courts, and police in society. Teamwork, partnerships, cooperation, and coordination between the SRO, their supervisor, school administration and staff, and the surrounding neighborhoods is encouraged.
6. The SRO shall assist District officials in emergency planning and emergency safety and security assessments as appropriate. The SRO shall also assist District officials with developing plans and strategies to prevent, minimize or respond to dangerous situations which may occur on campus or during school sponsored events. The SRO shall participate in multidisciplinary school safety teams.

7. The SRO will adhere to School Board policy which does not conflict with state or federal law and the SRO's Police Department's rules and regulations. The SRO is governed by the rules, policies, shifts, schedules, procedures, and practices of the Police Department and the City, under the Investigations Division commander and supervising sergeant.
8. The parties acknowledge that the SRO may from time to time acquire confidential information concerning the District, students, and others in the course of performing duties under this Agreement. It is agreed that such non-law enforcement information or records shall be kept confidential by the SRO in compliance with District policy, and federal, state, and local law.
9. The SRO is a police officers assigned as a uniform patrol officer of the Huxley Police Department. As such, their primary responsibilities are to engage in relationship building and problem solving in the school environment. This may include investigating criminal cases involving youth, maintaining order through the enforcement of local, state and federal laws, and enforcement of the school code of conduct for the purpose of maintaining a safe and effective learning environment in schools. As soon as practicable, the SRO shall make the principal or designee(s) of the school aware of such action. The SRO shall take appropriate law enforcement action against intruders and unwanted guests who may appear at the school and school related functions, to the extent that the SRO may do so under the authority of law. Whenever practicable, the SRO should advise the principal or designee(s) of the intended action when requesting additional law enforcement assistance on campus.
10. In situations where the SRO becomes aware of a traumatic event (family member arrested, search warrant, domestic disturbance, etc.) that a student may have witnessed, the SRO shall notify the school counselor of the event. The intent is to alert school officials that the student's participation in school, school testing, or other activities may be affected by this experience. This "Handle with Care" notification will not typically include the details of the event.
11. The SRO shall not act as a school disciplinarian and shall not take administrative action or levy sanctions on behalf of any District employee. However, if the principal or designee believes an incident is a violation of the law, the principal or designee may contact the SRO and the SRO shall then determine whether law enforcement action is appropriate. The SRO is not to be used for lunchroom duties, hall monitor, bus duties, or other monitoring duties. If there is a problem in one of these areas the SRO may assist the school until the problem is solved.
12. The SRO shall notify the building principal and SRO supervisor, if they are sick or absent from the school building for one day or more.
13. The SRO shall perform other duties as mutually agreed upon by the school principals and the SRO supervisor so long as the performance of such duties is reasonably related to the SRO program as described in this Agreement and so long as such duties are consistent with Police Department rules and regulations.

ARTICLE III

Rights and Duties of the District

The District shall provide the following materials and facilities which are deemed necessary to the performance of the SRO's duties:

1. Access to a properly lighted private office equipped with a telephone to be used for general business purposes;
2. A location for files and records which can be properly locked and secured;
3. A desk with drawers, a chair, worktable, filing cabinet and office supplies;
4. Email and internet access; use of a District device to access student management systems such as "Infinite Campus."
5. Maintain an open line of communicate with the SRO and cooperate with the SRO in furtherance of this Agreement, including reporting criminal incidents that come to the attention of school administrators and seeking assistance with dangerous or suspicious circumstances.

Commented [3]: Adjust as needed.

ARTICLE IV

Employment Status of School Resource Officer

The SRO shall remain an employee of Huxley and shall not be an employee of the District for any purpose. As the employer of the SRO, Huxley shall be responsible to recruit, hire, train, assign, supervise, evaluate, discipline, and/or discharge the SRO, and shall be responsible for payment of all wages and benefits due the SRO. The District and Huxley acknowledge that the SRO shall remain responsive to the chain of command of the Police Department in which the SRO is employed.

ARTICLE V

Financing of the School Resource Officer Program

The District will compensate the City that employs the SRO for this service Fifty Eight Thousand, Nine Hundred Seventy Six Dollars and Thirty-Six Cents (\$58,976.36). The City shall bill the district [quarterly/annually/other].

Commented [4]: Modify as needed.

Overtime cost, if it occurs, is in addition to the compensation listed above. Overtime will be billed to the District when the officer is requested at athletic, social, administrative, or other events that exceed forty (40) hours per week. The SRO may occasionally flex hours to assist the District. Projected cost per officer will be recalculated each year to reflect updates to the budgeted cost of operations. Each party shall allow access to all records, documents and papers necessary for the

financial auditing of the parties' transactions. Appropriate records, documents and papers necessary to conduct a financial audit shall be maintained a minimum of three (3) years.

ARTICLE VII

Duration and Termination of Agreement

The term of this Agreement shall be effective upon signing and expire on June 30, 2028 unless renewed in writing by agreement of both parties or terminated as provided herein. Either party may terminate this Agreement upon sixty (60) days written notice to the other party. Upon termination of this Agreement, the District will retain all desks, chairs, tables, filing cabinets, provided technologies, access cards, building keys and other District property; the City providing the SRO will retain all motor vehicles, radios, cell phones, computers, cameras, storage safes and other City property.

ARTICLE VIII

Insurance and Indemnification

1. **Liability Insurance.** Huxley and the District shall each maintain Commercial General Liability insurance for protection of each, respectively, from any liability arising out of any accidents or other occurrence causing any injury and/or damage to any person or property arising from the performance of their obligations under this Agreement due directly or indirectly to the actions of the insured. Liability policies shall have limits of not less than Two Million Dollars (\$2,000,000) per occurrence.
2. **Workers' Compensation/Employer's Liability Insurance.** Huxley shall maintain Workers' Compensation insurance for the SRO as statutorily required by the State of Iowa and Employer's Liability insurance in amounts not less than \$100,000 per accident, per employee, per disease and \$500,000 in the aggregate.
3. **Other Insurance Provisions.** All required insurance shall be obtained from issuers of recognized responsibility licensed to do business in the State of Iowa. Each party shall be furnished with a certificate(s) of insurance required under this Agreement upon request. Such policies shall not be modified or cancelled except upon at least thirty (30) calendar days' prior written notice to the other party to this Agreement. It is specifically agreed that the types and amounts of insurance specified above shall not limit or otherwise affect any party's obligation to indemnify and hold the other party harmless as provided by the indemnification provisions of this Agreement. The failure of any party to maintain the insurance coverage and limits required by this Agreement shall be considered a material breach of this Agreement. However, the failure of any party to declare another party to be in material breach shall not be deemed a waiver by the other party of the right to claim a material breach for a subsequent failure to maintain the required coverage or limits.
4. **Indemnification by District.** To the extent permitted by law, the District agrees to indemnify, defend, and hold harmless Huxley, their officers, agents, and employees, against all claims,

suits, actions, debts, damages, costs, charges and expenses, including court costs and attorney's fees, and against all liability for property damage and personal injury including death resulting directly or indirectly there from, arising from any acts or omissions of the District, either active or passive, or those of its agents, employees, assigns, or any other person acting on its behalf in the performance of its obligations, duties, and responsibilities imposed under this Agreement.

5. Indemnification by Huxley. To the extent permitted by law, Huxley agrees to indemnify, defend, and hold harmless the District, its officers, agents, and employees, against all claims, suits, actions, debts, damages, costs, charges and expenses, including court costs and attorney's fees, and against all liability for property damage and personal injury including death resulting directly or indirectly there from, arising from any acts or omissions of Huxley, either active or passive, or those of its agents, employees, assigns, or any other person acting on its behalf in the performance of its obligations, duties, and responsibilities imposed under this Agreement.
6. Waiver of Subrogation Rights. Huxley and the District each release each other from any claim for recovery for any loss or damages to any of its property that is insured under valid and collectible insurance policies to the extent of any recovery collectible under such insurance. Huxley and the District shall each waive and, to the extent allowed by law, cause its insurance underwriter to waive, its rights of subrogation with respect to Workers' Compensation.
7. Claims. Each party shall notify the other party of any claim or any potential claim for bodily injury or property damage to another arising out of actions taken under this Agreement as soon as practical following knowledge of the claim or potential claim.

ARTICLE IX

Miscellaneous

1. Amendment. This Agreement may only be modified by written mutual agreement of the parties.
2. Binding Effect. This Agreement shall be binding upon, and inure to the benefit of, the parties and their successors and assigns. However, neither party may assign this Agreement without the consent of the other party.
3. Severability. If any clause, provision or section of this Agreement shall, for any reason, be held illegal or invalid by any court, the illegality or invalidity of such clause, provision or section shall not affect any of the remaining clauses, provisions or sections, and this Agreement shall be construed and enforced as if such illegal or invalid clause, provision or section had not been contained herein. In case any agreement or obligation contained in this Agreement is held to be in violation of law, then such agreement or obligation shall be deemed to be the agreement or obligation of the parties to the full extent permitted by law.
4. Notices. All notices under this Agreement must be in writing and shall be deemed given when either personally delivered, transmitted by confirmed facsimile or confirmed electronic mail

or when received by certified mail at the address below or at another address as designated by a party.

Ballard Community School District
Attention: Superintendent
509 N. Main Ave.
Huxley, IA 50124

Huxley Police Department
Attention: Police Chief
515 N. Main Ave.
Huxley, IA 50124

5. Supersedes. This Agreement supersedes all prior agreements between the District and the City purporting to establish and finance a School Resource Officer Program.
6. Execution in Counterparts. This Agreement may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

BALLARD COMMUNITY
SCHOOL DISTRICT

CITY OF HUXLEY, IOWA

By: _____
President, Board of Directors

By: _____
Mayor

Attest: _____
Secretary, Board of Directors

Attest: _____
City Clerk

Date: _____

Date: _____

Estimated Associated Costs for the School Resource Officer

	Total	Huxley	Ballard
Ongoing / Yearly Costs			
Wages and benefits with 7% raise after July 1 st	\$77,617.80	\$19,404.45	\$58,213.35
Training / updates	\$500.00	\$125.00	\$375.00
Yearly maintenance fee for radio tower (One officer)	\$ 110.16	\$27.54	\$82.62
Yearly subscriber fees to StoryComm System (One officer)	\$407.19	\$101.78	\$305.32
Total	\$78,635.15	\$19,658.79	\$58,976.36
Estimated Startup Costs			
Vest / Carrier	\$800.00	\$200.00	\$600.00
Taser	\$600.00	\$150.00	\$450.00
Radio	\$1,537.50	\$384.38	\$1,153.12
Taser Holster	\$45.00	\$11.25	\$33.75
Duty Holster	\$100.00	\$25.00	\$75.00
Boots	\$88.00	\$22.00	\$66.00
Outerbelt	\$35.00	\$8.75	\$26.25
Inner belt	\$20.00	\$4.00	\$16.00
Handcuffs	\$24.00	\$6.00	\$18.00
Handcuff Case	\$28.00	\$7.00	\$21.00
Magazine pouch	\$48.00	\$12.00	\$36.00
Body Camera	\$595.00	\$148.75	\$446.25
Uniform pants x2	\$100.00	\$25.00	\$75.00
Uniform shirts long sleeve x2	\$90.00	\$22.50	\$67.50
Uniform shirts short sleeve x2	\$66.00	\$16.50	\$49.50
Uniform Jacket	\$215.00	\$53.75	\$161.25
Total Start up	<u>\$4,391.50</u>	<u>\$1,096.88</u>	<u>\$3,294.62</u>
GRAND TOTAL	\$83,026.65	\$20,755.67	\$62,270.98

City of Huxley
Huxley Police Department
Report for April 15th-May 15th

April 16th, 2023 9:07 PM

Officer responded to a domestic altercation at the 100 block of Deerwood. The altercation was verbal and the male half elected to stay the remainder of the night in Maxwell.

April 17th, 2023 12:58 PM

Officer was requested to assist Ballard faculty with a physical fight between two students at the Middle School. One student was referred into Juvenile Court for assault.

April 17th, 2023 8:16 PM

Officer responded to a car vs deer accident on E 1st Street near the East city limits. No injuries. Vehicle was unable to drive from the scene under its' own power.

April 17th, 2023 9:59 PM

Officer responded to a single vehicle accident at the intersection of Oak and Timberlane. A single vehicle operated by a teenager ran over a stop sign breaking the sign and causing minimal damage to the vehicle.

April 18th, 2023 6:22 AM

Officer responded to a burglary to a vehicle at the 500 block of Preston. Several tools were taken from within the unlocked vehicle during the overnight.

April 19th, 2023 12:46 AM

Officer was requested to respond to a domestic altercation at the 100 block of Benton in Slater.

April 20th, 2023 12:29 AM

Officer stopped a vehicle for a traffic violation on Highway 69 near Highway 210. The driver of the vehicle was suspended from driving by the DOT. He was cited and released with a court date for Driving While License Suspended.

April 20th, 2023 2:41 PM

Officer was requested to assist Ballard Middle School faculty with a student at the Middle School who had left the building. The student was eventually located by the officer.

April 22nd, 2023 9:25 AM

Officer opened a domestic assault investigation at the 200 block of Oak Blvd. A juvenile male was referred into Juvenile Court for Aggravated Domestic Assault and Criminal Mischief 4th. He was released to his father.

April 24th, 2023 3:51 PM

Officer responded to a domestic altercation at the 300 block of Sycamore. The altercation was verbal and both parties agreed they could cohabitate for the remainder of the day with no further problems.

April 25th, 2023 7:37 AM

Officer responded to a three vehicle accident on Highway 210 near Interstate 35. No injuries. All vehicles had to be towed from the scene.

April 26th, 2023 5:44 PM

Officer responded to the south Casey's for a report of an individual who attempted to use a fake ID to buy vaping products. The suspect left prior to officer arrival and no identification could be made.

April 26th, 2023 8:56 PM

Officer stopped a vehicle for a traffic violation on Highway 69 near the north city limits. The driver of the vehicle was suspended from driving by the DOT. He was cited and released for Driving While License Suspended and Fraudulent use of Plates.

April 27th, 2023 10:07 AM

Officer received a harassment complaint at the 100 block of Oak Blvd. The victim in the case will advise on if she would like to pursue charges.

April 28th, 2023 8:33 PM

Officer stopped a vehicle for a traffic violation on Highway 69 near East 1st Street. The driver of the vehicle was suspended from driving by the DOT. He was cited and released for Driving While License Suspended.

April 30th, 2023 10:13 AM

Officer responded to a theft call at the Cambridge Car Wash on South Water. A Big Tex 14 ft dump trailer was taken from the property during the overnight. Video surveillance of a possible suspect vehicle (Orange / Red Dodge pickup) was captured. The trailer was entered into NCIC as stolen. Investigation ongoing.

April 30th, 2023 10:43 PM

Officer responded to a theft complaint at the Kum and Go on Highway 210 and Interstate 35. A bottle of liquor valued at \$58.99 was shoplifted. A possible suspect vehicle has been developed from the Clive area. Ongoing.

May 2nd, 2023 8:00 AM

Officer responded to the Ballard Middle School for a student that had brought a knife to school. The knife was confiscated. Ballard faculty / administration elected to handle the discipline.

May 3rd, 2023 11:39 AM

Officer stopped a vehicle for a traffic violation on Highway 69 near National Drive. The driver of the vehicle was suspended from driving by the DOT. He was cited and released with a court date for Driving While License Suspended.

May 4th, 2023 12:33 PM

Officer opened a fraud investigation at the 400 block of West 1st Street. An unknown person had attempted to take out a loan in her parents' names.

May 5th, 2023 2:58 PM

Officer was called to assist Ballard faculty and a guardian with a student at the Middle School.

May 6th, 2023 2:54 AM

Officer received a theft complaint at the Kum and Go on Highway 210. Two cases of Beer and assorted candy was taken from the store by an unknown party.

May 6th, 2023 1:35 PM

Officer served an arrest warrant at the 300 block of 4th Street. A Cambridge man was transported to Highway 210 and Interstate 35 and handed over to Ankeny PD.

May 6th, 2023 2:09 PM

Officer responded to the 1100 block of Ridgetop for a harassment complaint. A former student was harassing a teacher via electronic communication. Due to the age of the student, the victim elected to hold off from making contact unless further harassing behavior continues.

May 7th, 2023 11:50 PM

Officer stopped a vehicle for a traffic violation on Highway 210 near Interstate 35. The driver of the vehicle was suspended from driving by the DOT. She was cited and released with a court date for Driving While License Suspended.

May 8th, 2023 2:17 PM

Officer responded to a theft complaint at the 200 block of Oak Blvd. A package that was delivered by the USPS was taken from the common mail area after delivery. No suspects.

May 9th, 2023 9:33 AM

Officer responded to an assault at the intersection of Centennial and Timberlane. The victim had been shot with an "Orbeez Gun" (Water Pellet type of gun). A suspect was developed and the gun was confiscated. The suspect is an 18 year old Huxley man. At the time of this report, the victim has not decided if he would like to pursue charges.

May 9th, 2023 9:53 AM

Officer responded to the Library for two females that claimed to have been left behind by their friends. One adult female was arrested for Public Intoxication. She was transported to the Story County Jail. The other female was a juvenile and was in the system as a run away /

missing person from Ankeny. She was transported to the Alleman corner and given to a responding Ankeny Police Department Detective.

May 10th, 2023 12:21 AM

Officer responded to a single motor vehicle accident on Interstate 35 near the 103 Mile Marker. No injuries, vehicle was towed from the scene.

May 10th, 2023 11:18 AM

Officer responded to a motor vehicle accident at the 300 block of Main. A vehicle backed into a parked car causing minimal damage and no injuries.

May 11th, 2023 10:40 PM

Officer stopped a vehicle for a traffic violation on Highway 210 near Interstate 35. The driver of the vehicle was suspended from driving by the DOT. She was cited and released with a court date for Driving While License Suspended.

May 12th, 2023 4:14 PM

Officer stopped a vehicle for a traffic violation on 560th near Sand Cherry. The driver of the vehicle was suspended from driving by the DOT. He was cited and released with a court date from Driving While License Suspended.

Nathan Albaugh
Huxley Police Department

Calls For Service by Nature Code

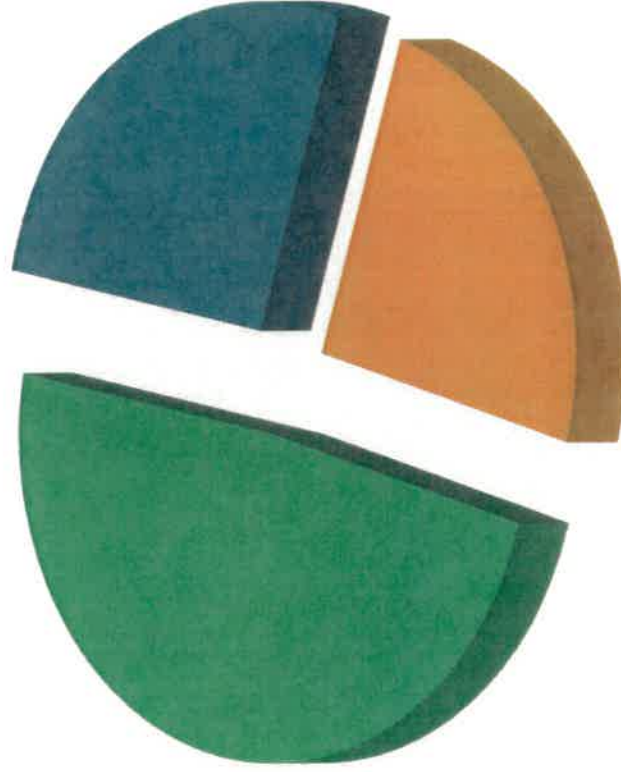
Huxley Police
4/01/23 to 4/30/23

ANIMAL CALL	Number of CFS:	20	Percentage of Total:	2.68%
ATTEMPT SUICIDE / SUICIDE	Number of CFS:	3	Percentage of Total:	0.40%
BURGLARY / ATTEMPTED BURGLARY	Number of CFS:	1	Percentage of Total:	0.13%
BURGLARY TO MOTOR VEHICLE	Number of CFS:	2	Percentage of Total:	0.27%
BUSINESS SECURITY CHECK	Number of CFS:	202	Percentage of Total:	27.08%
CARBON MONOXIDE CHECK	Number of CFS:	2	Percentage of Total:	0.27%
CHILD WELFARE CHECK	Number of CFS:	1	Percentage of Total:	0.13%
CITIZEN CONTACT	Number of CFS:	1	Percentage of Total:	0.13%
CITY CODE ENFORCEMENT	Number of CFS:	11	Percentage of Total:	1.47%
CIVIL MATTER	Number of CFS:	6	Percentage of Total:	0.80%
CONTROLLED FIRE/BURN	Number of CFS:	1	Percentage of Total:	0.13%
CRIME FREE HOUSING CHECK	Number of CFS:	14	Percentage of Total:	1.88%
DISORDERLY CONDUCT	Number of CFS:	2	Percentage of Total:	0.27%
DISTURBANCE & NOISE PARTY	Number of CFS:	4	Percentage of Total:	0.54%
DOMESTIC DISPUTE	Number of CFS:	4	Percentage of Total:	0.54%
DRUG ACTIVITY/INVESTIGATION	Number of CFS:	1	Percentage of Total:	0.13%
EQUIPMENT/SIGN MALFUNCTION	Number of CFS:	1	Percentage of Total:	0.13%
EXTRA PATROL	Number of CFS:	30	Percentage of Total:	4.02%
FINGER PRINTING	Number of CFS:	11	Percentage of Total:	1.47%
FIRE OTHER	Number of CFS:	4	Percentage of Total:	0.54%
FOLLOW UP	Number of CFS:	20	Percentage of Total:	2.68%
GENERAL ALARM BANK / RESIDENTI	Number of CFS:	3	Percentage of Total:	0.40%
GENERAL ASSAULT	Number of CFS:	1	Percentage of Total:	0.13%
GENERAL INFO/COMPLAINT/ASSIST	Number of CFS:	42	Percentage of Total:	5.63%
HARASSMENT	Number of CFS:	4	Percentage of Total:	0.54%
JUVENILE TROUBLE	Number of CFS:	6	Percentage of Total:	0.80%
LAW DEPARTMENT ASSIST	Number of CFS:	5	Percentage of Total:	0.67%
LITTERING	Number of CFS:	2	Percentage of Total:	0.27%
LOST OR FOUND PROPERTY	Number of CFS:	2	Percentage of Total:	0.27%
MEDICAL ASSIST/AMBULANCE CALL	Number of CFS:	13	Percentage of Total:	1.74%
MISSING PERSON / RUNAWAY	Number of CFS:	2	Percentage of Total:	0.27%
MOTOR VEH CRASH/PROP DAMAGE	Number of CFS:	6	Percentage of Total:	0.80%
MOTORIST ASSISTANCE	Number of CFS:	9	Percentage of Total:	1.21%
OPEN DOOR	Number of CFS:	5	Percentage of Total:	0.67%
OUTREACH	Number of CFS:	12	Percentage of Total:	1.61%
PARKING ENFORCEMENT/COMPLAINT	Number of CFS:	4	Percentage of Total:	0.54%
PURSUIT - VEHICLE / FOOT	Number of CFS:	3	Percentage of Total:	0.40%

RECKLESS DRIVER	Number of CFS:	10	Percentage of Total:	1.34%
REPOSSESSION	Number of CFS:	1	Percentage of Total:	0.13%
SALVAGE VEHICLE INSPECTION	Number of CFS:	37	Percentage of Total:	4.96%
SCAM	Number of CFS:	2	Percentage of Total:	0.27%
SEXUAL ASSAULT	Number of CFS:	1	Percentage of Total:	0.13%
SOLICITORS	Number of CFS:	6	Percentage of Total:	0.80%
SUSPICIOUS PERSON/VEH/ACTIVITY	Number of CFS:	19	Percentage of Total:	2.55%
THEFT / FRAUD / FORGERY	Number of CFS:	5	Percentage of Total:	0.67%
THEFT OF MOTOR VEHICLE	Number of CFS:	1	Percentage of Total:	0.13%
TRAFFIC HAZARD	Number of CFS:	7	Percentage of Total:	0.94%
TRAFFIC STOP / ENFORCEMENT	Number of CFS:	182	Percentage of Total:	24.40%
TRESPASS	Number of CFS:	1	Percentage of Total:	0.13%
VANDALISM / CRIMINAL MISCHIEF	Number of CFS:	3	Percentage of Total:	0.40%
VEHICLE UNLOCK	Number of CFS:	3	Percentage of Total:	0.40%
WARRANT SERVICE	Number of CFS:	1	Percentage of Total:	0.13%
WELFARE CHECK	Number of CFS:	7	Percentage of Total:	0.94%

Total CFS: 746

Percentage of CFS by Nature Code



BUSINESS SECURITY CHECK	27.1%
TRAFFIC STOP / ENFORCEMENT	24.4%
Others	48.5%
Total:	100.0%

May 2023 Monthly Public Works Report

Summer is upon us and most of the seasonal staff have started to work with the street and parks departments. We have a great crew and expect to get quite a bit done.

Construction activities on 120 Plat Development / Anthem has been slow the last few weeks. Crews pulled off to do other jobs and hope to be back soon. The sanitary sewer has been installed that runs within in the new easement between Bioforge and the Medical Plaza properties. The testing for both the water main and sanitary on South Main Avenue and this sanitary piece still needs to be performed.

Been working on the review and comments of the Anthem Plat 1 construction set which is the South part of the 120 Plat Development. The comments from us have been reviewed and resubmitted by the developer's engineers for our review and approval which is currently being done. I will go over everything with the city engineer for those that we have not got a response on or a rebuttal as to why they are not going to do it or if they have an alternative that can be accepted.

The street repairs that needed completed to close out the 550th paving project are ongoing. All of the concrete has been repaired and replaced and we are just waiting for the cracks to be sawed and sealed with tar. We never received the letter of credit as we had hoped but are hoping to have the rest of the work completed in the next week or so we can close this project out.

All of the windmill structures have been removed and the structures were laid out on the ground. As I am writing this report, they are in town removing the structures from the school grounds and I am assuming they will go out to Blue Sky this week and finish hauling the structures on the ground out as well and the complete removal process will be completed for all the sites.

Ballard plaza plat 2 and landing final walk throughs are still pending. With the weather improving I would expect some progress very soon so we can final out these site plans.

Attending Water Treatment Plant Improvements progress meetings to discuss problems, issues, pay apps, and progress, etc. We also had a meeting with the well contractor and his subs and we think we have everyone back on task and are hoping to be substantially completed by the second week in June.

All of the operators that have IDNR licenses have been renewed this month and we expect that the operator certification renewal certificates should be arriving in the mail soon. The certificates by law need to be displayed on the wall at the place of employment that can be seen by the general public and IDNR staff.

The clean-up of the Ankeny lawn site has been completed to our satisfaction before the deadline that was issued. They will be updating their site plan for review and approval so we can move on with the site plan construction phase and get some progress moving.

Pacific Drywall is still working on the new site on Snyder Drive. Some of the underground utility work has been completed and some paving has been done. Nothing vertical at this point.

Working with Bayer on a washout area on a neighboring property that has been caused by rain events and surface water drainage from the test plot fields. The area is also creating a deep rut over a water main that we need to keep protected. They will be hiring a contractor to remedy the problem.

Working on removing some trees in the IDOT right of way that have died. The city 28E Agreement states that the City is responsible for the removal of dead or diseased trees in the IDOT right of way and the City will have to pay for the removal of the trees and stumps. I have hired a contractor to have the trees and stumps removed.

Will be sending letters to some property owners to have some dead or diseased trees removed from their property at their expense that could potentially cause damages in the existing City streets/right of way or personal property to adjacent properties outside of their lot if they would fall or lose large branches due to the trees being dead or dying.

We have mowed Northwest side of the right of way on Highway 69 twice now out at Westview and had a contractor that was hired by CIPPCO level out the ruts. If it is still the wishes of the council to have the property owners maintain this area then this would be the time to send letters to have them continue to maintain. I will pull staff off from doing anymore mowing in the future.

Working with the IDOT and their contractors for the water and sanitary main work that needs to be done with the I35 widening project. We have one concern on the Bike trail that we have been in discussion with them that we need to clarify and arrive at a solution.

Attend and participate in the Monday morning staff meetings at city hall.

Attended ISG water and wastewater webinars.

Attend council meetings when needed.

Attend webinars and meetings for the I-35 expansion project as needed.

Coordinate and attend department head meetings bi-weekly.

Parks Department

Park restrooms are all up and going. New drinking fountains have been installed and functioning well. The new fountains also have the water bottle fill option which will be a great asset for all of those that carry their water bottles with them.

All of the parks fence lines have been cleaned and all the parks have been sprayed for weeds except a small amount in Centennial Park which will be completed this week.

Parks staff have very busy just keeping up with the mowing and hope to jump on some park maintenance items as soon as they get caught up on the mowing.

Soccer fields are being painted weekly. The restroom holding tanks at Centennial and Berhow parks have been cleaned out.

Moved some trees from the tree nurse to the wastewater treatment plant grounds

Shade canopy has been installed at the railway park down by the Amphitheater for future events and gatherings.

Street Department

In the last month in the street department, we have been doing equipment repairs, building, roadway and storm sewer maintenance detailed below;

- Did street and storm intake repair on E 3rd St
- Completed the list for sidewalks that don't meet code and will be getting letter sent out to property owners
- Took delivery on our new tar kettle and will be starting crack sealing this week
- Replaced sidewalk ramps that did not meet code on the corner of Meadow Cir
- Did street and storm intake repair on Larson Dr
- Watched webinar on how to make a heat illness prevention plan put on by IAMU
- Had branch drop off day on April 29th
- Had three-point repaired on our John Deere 2950 by Sterling Repair
- Added rock and graded shoulder of E 1st Street
- Cleaned sand out of the inlet and out let of the retention pond on E 4th St
- Completed storm sewer cleaning from E 3rd St down Parkridge to Oak Blvd by Central Iowa Televising
- Sold old tar kettle on govdeals.com for the amount of \$4,500.00
- Will be taring streets as soon as we have full seasonal staff within the next week or two.
- The old tar machine has been sold. We were trying to get a \$5000.00 reserve price but after a second reauction the highest bid was \$5000.00 so we went ahead and offered it to them if they still want it. Still have not heard back on whether they will accept the bid. If they do not, we will reauction it a third time.

We will keep working on maintaining equipment and building up keep along with making many street and storm sewer repairs.

Water Department

In the month of April, the Huxley Water Plant treated 9,852,000 gallons of water. A maximum of 658,000 gallons of water per day, a minimum of 241,000 gallons per day, and average daily treated water of 328,000 gallons per day. Consumption has dropped almost 2,000,000 gallons from last month.

Jeff found another leak this past month in the industrial park out on Snyder Drive. It was a corporation on the main that was leaking and we think they must have hit the curb stop box when they were mowing the lot in the DZ Condo development pulling on the corporation and causing it to leak. The owner has been contacted and he had his contractor come and dig it up and repair it.

Plant expansion is still moving forward slowly and they are working on some of the piping to the R.O. skids. The concrete driveway has been poured around the building that was done in two separate pours so we could still receive salt loads, the forms still need pulled and backfilled. The roofers finished up the gutters and down spouts have been installed. The new ground storage tank has been filled and disinfected We have taken bacteria samples and we are waiting for results before we can put it into service and take the old ground storage tank out of service for an interior cleaning and inspection. The old ground storage tank was to be blasted and repainted four years ago but was put on hold because of the derecho.

We had another meeting at the well field with Northway well company and their sub-contractors and some of the underground conduit had to be moved to accommodate the generator footings and control pads, which has now been completed. The natural gas line is going be bored the week of May 13th. Once that has been installed the concrete pads can then be poured for the generator set and electrical work finished up. Northway will set the new well pump the week of June 3rd and final restoration finished by June 10th. We hope this schedule works out for everyone so we can final out this project.

The flooring for the south addition of the water plant turned out unacceptable and the contractor met with its supplier and agreed that it needs to be reground and the material reapplied.

The eccentric reducers for the backwash waste pumps are still on order not sure when they will arrive so we can secure the pumps down solid. The 8"x11" 90-degree fitting for the

plant effluent has arrived and Jake and Keith will install it as soon as the new ground storage tank is put into service that will give us the extra time needed to install the fitting.

Our spectrophotometer failed this past week it is needed to do the IDNR required daily lab testing at the water plant and ammonia samples for the wastewater plant. I sent it in to get a quote for repair. It is over 15 years old and not sure yet if that's the way to go or purchasing a new one that retails for \$6500.

Wastewater Department

We have re-listed our old jet trailer on GovDeals. We are hoping to have it sold here soon. The first auction was not the amount that we were hoping for. We hope the second auction will bring a higher bid price.

We have been doing our yearly manhole checks throughout town. So far, we have found some areas needing jetting work but otherwise no major issues.

We had a number of hoses that we used for our water pumps that have tape or holes in them that we finally got replaced. This will help with our pumps performance when we need them and will be better for safety and hygienic concerns that the old hoses could pose for staff.

We billed J&K for the repairs we made on the force main at the north lift station that was damaged when they were contracted on the North Lift Station Mitigation Project. Payment has not been received at this time.

We had to order several parts for the Oak lift station pumps. Some of those parts are still on back order and we hope to be receiving them soon.

We had some issues with our phones at the wastewater plant. It seems that the no voice issues have been solved but seems like we have issues with the phone not working about every 6 months or so.

We have started videoing storms sewers for the street department. We have found several protruding taps in the storm sewers that will need to be cut out. The company we hired for this is stacked up with work and we are still waiting for them to show up to complete the work. The equipment and crew that does this work is still out in Arkansas finishing up a contract job but are hoping to get them here in the next few weeks.

We are still reviewing contract pricing for our jet/vac work that we have done every year. We have been looking into companies that will give us the best work for the money.

Automatic systems installed our new panel view in the controls for the UV system. The new panel view is working well and is communicating well with our SCADA System. (Supervisory Control and Data Acquisition)

Finished updating our SDS information at the plant and displaying it on a new wall station for staff and anyone, contractors, seasonals and anyone else needing to access the information.

Have been getting bids to add external generator hook-ups at all of the lift stations. These will be useful if we have a generator fail again and need to hook-up our trailer generator to keep a lift station online.

We found a manhole that is leaking and causing some infiltration. CIT has said they can possibly use this manhole as a training so this could possibly be no cost to the city.

We're hoping that we will hear something on the CIP so we can start on getting bids for the projects we have on the docket. Several items have been on hold for some time until we can approve a Capital Improvement Program.

We have had influent flows averaging 461,000 gallons per day. The influent strength has been a little lower for this time of year, we think it has been from some I&I as our influent flow has increased by about 100,000 GPD. We are achieving greater than 98% removal for BOD, TSS and ammonia. We have started our summer clarifier rotation which has also increase our removal for the month.

Jeff P. PWD