



## **CITY COUNCIL SPECIAL MEETING NOTICE**

**TUESDAY JANUARY 18, 2022 6:00 P.M.**

### **AGENDA**

- 1. ROLL CALL**
- 2. PRESENTATION/RECOGNITION**
  - a) Oath of Office- Councilmember Kevin Thompson
- 3. BUSINESS ITEMS**
  - a.) Approve Resolution No. 22- 004 Setting Date for Public Hearing on Huxley Urban Renewal Plan Amendment
  - b.) Approve Resolution No. 22-005 Setting Date for Public Hearing on Huxley Housing Urban Renewal Plan Amendment
  - c.) Approve Resolution No. 22-006 for Police Officer Employment Offer and Setting Salary
- 4. ADJOURNMENT**

#### **UPCOMING WORK SESSION TOPICS**

FY 23 Budget and Capital Improvement Plan (CIP)  
2022 Goal Setting  
Joint City Council-Park & Recreation Board Meeting  
Other Topics of Interest to Mayor and Council

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

SET DATE FOR HEARING ON URBAN  
RENEWAL PLAN AMENDMENT

419996-65

Huxley, Iowa

January 18, 2022

The City Council of the City of Huxley, Iowa, met on January 18, 2022, at \_\_\_\_\_ o'clock, \_\_.m., at the \_\_\_\_\_, in the City, for the purpose of setting a date for a public hearing on a proposed urban renewal plan amendment. The Mayor presided and the roll being called, the following members of the Council were present and absent:

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

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

The Mayor announced that an amendment to the urban renewal plan for the Huxley Urban Renewal Area had been prepared, and that it was now necessary to set a date for a public hearing on the proposed amendment to the urban renewal plan. Accordingly, Council Member \_\_\_\_\_ moved the adoption of the following resolution entitled "Resolution setting date for a public hearing on urban renewal plan amendment," and the motion was seconded by Council Member \_\_\_\_\_. Following due consideration, the Mayor put the question on the motion and the roll being called, the following named Council Members voted:

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

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

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

RESOLUTION NO. 22-004

Resolution Setting Date for Public Hearing on Urban Renewal Plan Amendment

WHEREAS, the City Council of the City of Huxley, Iowa (the “City”) by resolution previously established the Huxley Urban Renewal Area (the “Urban Renewal Area”) and adopted an urban renewal plan (the “Plan”) for the governance of initiatives and projects therein; and

WHEREAS, an amendment to the Plan has been prepared which would authorize the undertaking of new urban renewal projects in the Urban Renewal Area consisting of (i) using tax increment financing to pay the costs of constructing the expansion of a municipal water treatment plant and wellfield; (ii) providing tax increment financing support to Van Houweling, CD II in connection with the construction of public infrastructure necessary for the development of a residential subdivision; (iii) providing tax increment financing support to Huxley Plaza, LLC in connection with the redevelopment and rehabilitation of the existing Ballard Plaza building for use in commercial/retail business operations;

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

Section 1. This City Council will meet telephonically and/or at the \_\_\_\_\_, Huxley, Iowa, on February 15, 2022, at \_\_\_\_\_ o’clock \_\_.m., at which time and place it will hold a public hearing on the proposed amendment to the Plan for the Urban Renewal Area.

Section 2. The City Clerk shall publish notice of said hearing, the same being in the form attached hereto, which publication shall be made in a legal newspaper of general circulation in the City, which publication shall be not less than four (4) and not more than twenty (20) days before the date set for hearing.

Section 3. Pursuant to Section 403.5 of the Code of Iowa, the City Administrator is hereby designated as the City’s representative in connection with the consultation process which is required under that section of the urban renewal law.

Passed and approved this January 18, 2022.

\_\_\_\_\_  
Mayor

Attest:

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

NOTICE OF PUBLIC HEARING ON PROPOSED URBAN RENEWAL PLAN  
AMENDMENT

Notice Is Hereby Given: That at \_\_\_\_\_ o'clock \_\_.m., at the \_\_\_\_\_, Huxley, Iowa, on February 15, 2022, the City Council of the City of Huxley, Iowa, will hold a public hearing on the question of amending the urban renewal plan for the Huxley Urban Renewal Area (the "Urban Renewal Area") to authorize the undertaking of new urban renewal projects in the Urban Renewal Area consisting of (i) using tax increment financing to pay the costs of constructing the expansion of a municipal water treatment plant and wellfield; (ii) providing tax increment financing support to Van Houweling, CD II in connection with the construction of public infrastructure necessary for the development of a residential subdivision; (iii) providing tax increment financing support to Huxley Plaza, LLC in connection with the redevelopment and rehabilitation of the existing Ballard Plaza building for use in commercial/retail business operations. A copy of the amendment is on file for public inspection in the office of the City Clerk.

At said hearing any interested person may file written objections or comments and may be heard orally with respect to the subject matters of the hearing.

Jolene Lettow  
City Clerk

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On motion and vote the meeting adjourned.

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Mayor

Attest:

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City Clerk

STATE OF IOWA  
STORY COUNTY  
CITY OF HUXLEY

SS:

I, the undersigned, City Clerk of the City of Huxley, Iowa do hereby certify that pursuant to the resolution of its City Council fixing a date of public hearing on a proposed urban renewal plan amendment, the notice, of which the printed slip attached to the publisher's affidavit hereto attached is a true and complete copy, was published on the date and in the newspaper specified in such affidavit, which newspaper has a general circulation in the City, and copies were sent to the county and school district.

WITNESS my hand this \_\_\_\_ day of \_\_\_\_\_, 2022.

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

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

**(PLEASE NOTE: This certificate must not be dated until the publication has been made and you have reviewed it to be sure that the notice was published on the date indicated in the attached affidavit.)**

STATE OF IOWA  
STORY COUNTY  
CITY OF HUXLEY

SS:

I, the undersigned, City Clerk of the City of Huxley, Iowa do hereby certify that as such I have in my possession or have access to the complete corporate records of the City and of its officers; and that I have carefully compared the transcript hereto attached with the aforesaid records and that the attached is a true, correct and complete copy of the corporate records relating to the action taken by the City Council preliminary to and in connection with setting a date for public hearing on an urban renewal plan amendment.

WITNESS my hand this \_\_\_\_ day of \_\_\_\_\_, 2022.

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

January 14, 2022

**VIA E-MAIL**

Rita Conner  
City Administrator/City Hall  
Huxley, IA

Re: Huxley Urban Renewal Area (2022 Amendment)  
Our File No. 419996-65

Dear Rita:

We have prepared the attached materials which will enable the City Council to act on January 18, 2022 to set February 15, 2022 as the date for a public hearing on the amendment to the existing urban renewal plan for the Area.

The notice which is included in the attached resolution must be published once, not less than four (4) and not more than twenty (20) days prior to the date selected for the hearing. The last date on which the notice can be published effectively is February 11, 2022. Please print an extra copy of the notice for delivery to the newspaper for publication. Please email a copy of the published notice to [orngard.severie@dorsey.com](mailto:orngard.severie@dorsey.com).

Also, a “consultation session” must be set up with the local county and school district. Please refer to my separate letter enclosed for further details.

Please provide one fully executed set of proceedings, once all the actions have been taken, and contact John Danos, Erin Regan, Severie Orngard or me if you have any questions.

Kind regards,

Amy Bjork

Attachments

cc: Jolene Lettow



January 14, 2022

**VIA E-MAIL**

Rita Conner  
City Administrator/City Hall  
Huxley, Iowa

Re: Huxley Urban Renewal Area Amendment/Consultation Session  
Our File Number: 419996-65

Dear Rita:

The Iowa Urban Renewal Law requires that a city provide information concerning a proposed urban renewal plan or amendment to any other governmental bodies which might be affected by the use of tax increment financing within your urban renewal area. Specifically, the City must send a copy of the urban renewal plan amendment and an invitation to attend a meeting to discuss the urban renewal plan amendment to any county or school district whose jurisdiction covers any property which is within the urban renewal area. This consultation must be held at least two weeks prior to the public hearing on February 15, 2022.

It is our understanding that the property within your urban renewal area would affect Story County and the Ballard Community School District.

Attached is a draft letter which you may use in order to provide notification to these governmental entities of the date, time and place of a meeting at which they may discuss your urban renewal plan amendment. The law does not require that this be a meeting of the City Council, and you may use your discretion about who represents the City at the meeting.

Along with the letter, you should send a copy of the urban renewal plan amendment and a copy of the notice of the public hearing on the urban renewal plan amendment.

According to our records, here are the mailing addresses for the individuals who should receive the notification letter and the enclosures:

Board of Supervisors  
c/o Story County Auditor  
Story County Courthouse  
900 6<sup>th</sup> Street  
Nevada, Iowa 50201

Superintendent  
Ballard Community School District  
509 North Main Avenue  
Huxley, Iowa 50124

Please call John Danos or me if you have questions.

Kind regards,

Amy Bjork

cc: Jolene Lettow

[City letterhead]

DATE: \_\_\_\_\_  
TO: Board of Supervisors, Story County  
Superintendent, Ballard Community School District  
FROM: City Council  
City of Huxley, Iowa  
RE: Huxley Urban Renewal Plan Amendment

The City of Huxley is in the process of amending the urban renewal plan for the Huxley Urban Renewal Area, and, pursuant to Section 403.5 of the Code of Iowa, the City is sending you the enclosed copy of its urban renewal plan amendment and scheduling a meeting at which you will have the opportunity to discuss this amendment.

The meeting to discuss our urban renewal plan amendment has been set for \_\_\_\_\_, 2022, at \_\_\_\_\_ o'clock \_\_\_\_m. at the \_\_\_\_\_ in Huxley. If you are unable to send a representative to the meeting, we invite your written comments. In addition, Section 403.5 gives your designated representative the right to make written recommendations concerning the urban renewal plan amendment no later than seven days following the date of the meeting.

The City will also hold a public hearing on this urban renewal plan amendment at \_\_\_\_\_ o'clock \_\_\_\_m. on February 15, 2022, and a copy of the notice of hearing is enclosed for your information.

Please call our City Administrator Rita Conner at (515) 597-2561 if you have questions.

Enclosure

CITY OF HUXLEY, IOWA

URBAN RENEWAL PLAN AMENDMENT  
HUXLEY URBAN RENEWAL AREA

February, 2022

The Urban Renewal Plan (the “Plan”) for the Huxley Urban Renewal Area (the “Urban Renewal Area”) is being amended for the purpose of identifying new urban renewal projects to be undertaken therein.

**1) Identification of Projects.** By virtue of this amendment, the list of authorized urban renewal projects in the Plan is hereby amended to include the following project descriptions:

**A.**

**Name of Project:** Huxley Water Treatment Plant Improvements Project

**Name of Urban Renewal Area:** Huxley Urban Renewal Area

**Date of Council Approval of Project:** February 15, 2022

**Description of Project:** The City will undertake the expansion of the municipal water treatment plant and wellfield (“Water Treatment Project”) situated at the intersection of East 1<sup>st</sup> St. and Interstate 35 in the City. The Water Treatment Project will serve to increase capacity at the water treatment plant in order to respond to the recent growth of the City.

The Water Treatment Project will have a direct, positive impact on increased and improved commercial development in the Urban Renewal Area through the provision of enhanced public infrastructure in the City.

**Description of Properties to be Acquired in Connection with the Project:** The City will acquire such easement territory and rights-of-way as are necessary to successfully undertake the Water Treatment Project.

**Description of Use of TIF for the Project:** It is anticipated that the City will pay for the Water Treatment Project with either borrowed funds and/or the proceeds of an internal advance of City funds on-hand. In any case, the City’s obligation will be repaid with incremental property tax revenues derived from the Urban Renewal Area. It is anticipated that the City’s use of incremental property tax revenues for the 210 Water Treatment Project will not exceed \$5,000,000, plus any interest expense incurred by the City on any borrowing undertaken for the funding of the Water Treatment Project.

**B.**

**Name of Project:** Ballard Plaza Project

**Name of Urban Renewal Area:** Huxley Urban Renewal Area

**Date of Council Approval of Project:** February 15, 2022

**Description of Project:** Huxley Plaza, LLC (the “Company”) has proposed to undertake the redevelopment and rehabilitation of the existing Ballard Plaza Building (the “Ballard Plaza Project”) on certain real property (the “Ballard Plaza Property”) situated at 708 N US Highway 69, Huxley, Iowa in the Urban Renewal Area. The building will be used in commercial/retail business operations.

It has been requested that the City provide tax increment financing assistance to the Company in support of its efforts to complete the Ballard Plaza Project on the Ballard Plaza Property.

The costs incurred by the City in providing tax increment financing assistance to the Company will include legal and administrative fees (the “Admin Fees”) in an amount not to exceed \$8,000.

**Description of Public Infrastructure:** It is not anticipated that the City will undertake public infrastructure improvements in connection with the Ballard Plaza Project.

**Description of Use of TIF:** The City intends to enter into a Development Agreement with the Company with respect to the construction, operation and use of the completed Ballard Plaza Project and to provide annual appropriation economic development payments (the “Payments”) to the Company thereunder. The Payments will be funded with incremental property tax revenues to be derived from the Ballard Plaza Property. It is anticipated that the City’s total commitment of incremental property tax revenues with respect to the Ballard Plaza Project will not exceed \$220,000, plus the Admin Fees.

**C.**

**Name of Project:** Blue Sky Residential Housing Project

**Name of Urban Renewal Area:** Huxley Urban Renewal Area

**Date of Council Approval of Project:** February 15, 2022

**Description of Project:** Van Houweling, CD II (the “Developer”) has proposed to undertake the development of a residential subdivision (the “Blue Sky Housing Project”) and the corresponding construction of public infrastructure (the “Infrastructure Project”) on certain real property situated on an estimated 33.17 acres east of 560<sup>th</sup> Avenue and north of Blue-Sky Commons Business Park (the “Blue Sky Property”) in the Urban Renewal Area.

The addition of new residential housing in the City will enhance the quality of life in the City thereby resulting in additional economic development in the City.

It has been requested that the City provide tax increment financing assistance to the Developer in support of its efforts to complete the Infrastructure Project.

The costs incurred by the City in providing tax increment financing assistance to the Developer will include legal and administrative fees (the “Admin Fees”) in an amount not to exceed \$8,000.

**Description of Use of TIF:** The City intends to enter into a development agreement (the “Agreement”) with the Developer with respect to the Infrastructure Project and the Blue Sky Housing Project and to provide annual appropriation economic development payments (the “Payments”) to the Developer thereunder. The Payments, in an amount not to exceed \$644,000, will be funded with incremental property tax revenues to be derived from the Blue Sky Property. It is anticipated that the City’s total commitment of incremental property tax revenues with respect to the Infrastructure Project and the Blue Sky Housing Project, including the Payments, the Admin Fees and the LMI Set Aside (as described below) will not exceed \$954,552.

**LMI Set Aside:** Pursuant to the provisions of Section 403.22 of the Code of Iowa, the City will provide low and moderate income family housing assistance in its area of operation in an amount not less than 46.98% of the incremental property tax revenues applied to the Blue Sky Housing Project.

**2) Required Financial Information.** The following information is provided in accordance with the requirements of Section 403.17 of the Code of Iowa:

Constitutional debt limit of the City:	<u>\$ 18,350,084</u>
Outstanding general obligation debt of the City:	<u>\$ _____</u>
Proposed maximum indebtedness to be incurred in connection with this February, 2022 Amendment*:	<u>\$ 5,864,000</u> (Projects)
	<u>\$ 16,000</u> (Admin Fees)
	<u>\$ 302,552</u> (LMI)

\*It is anticipated that some or all of the debt incurred under this Amendment will be made subject to annual appropriation by the City Council.

SET DATE FOR HEARING ON URBAN  
RENEWAL PLAN AMENDMENT

419996-67

Huxley, Iowa

January 18, 2022

The City Council of the City of Huxley, Iowa, met on January 18, 2022, at \_\_\_\_\_ o'clock, \_\_.m., at the \_\_\_\_\_, in the City, for the purpose of setting a date for a public hearing on a proposed urban renewal plan amendment. The Mayor presided and the roll being called, the following members of the Council were present and absent:

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

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

The Mayor announced that an amendment to the urban renewal plan for the Huxley Housing Urban Renewal Area had been prepared, and that it was now necessary to set a date for a public hearing on the proposed amendment to the urban renewal plan. Accordingly, Council Member \_\_\_\_\_ moved the adoption of the following resolution entitled "Resolution setting date for a public hearing on urban renewal plan amendment," and the motion was seconded by Council Member \_\_\_\_\_. Following due consideration, the Mayor put the question on the motion and the roll being called, the following named Council Members voted:

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

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

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

RESOLUTION NO. 22-005

Resolution Setting Date for Public Hearing on Urban Renewal Plan Amendment

WHEREAS, the City Council of the City of Huxley, Iowa (the “City”) by resolution previously established the Huxley Housing Urban Renewal Area (the “Urban Renewal Area”) and adopted an urban renewal plan (the “Plan”) for the governance of initiatives and projects therein; and

WHEREAS, an amendment to the Plan has been prepared which would authorize the undertaking of a new urban renewal project in the Urban Renewal Area consisting of providing tax increment financing support to Meadow Lane Investments, L.L.C. in connection with the construction of public infrastructure necessary for the development of a residential subdivision;

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

Section 1. This City Council will meet telephonically and/or at the \_\_\_\_\_, Huxley, Iowa, on February 15, 2022, at \_\_\_\_\_ o’clock \_\_.m., at which time and place it will hold a public hearing on the proposed amendment to the Plan for the Urban Renewal Area.

Section 2. The City Clerk shall publish notice of said hearing, the same being in the form attached hereto, which publication shall be made in a legal newspaper of general circulation in the City, which publication shall be not less than four (4) and not more than twenty (20) days before the date set for hearing.

Section 3. Pursuant to Section 403.5 of the Code of Iowa, the City Administrator is hereby designated as the City’s representative in connection with the consultation process which is required under that section of the urban renewal law.

Passed and approved this January 18, 2022.

\_\_\_\_\_  
Mayor

Attest:

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

NOTICE OF PUBLIC HEARING ON PROPOSED URBAN RENEWAL PLAN  
AMENDMENT

Notice Is Hereby Given: That at \_\_\_\_\_ o'clock \_\_.m., at the \_\_\_\_\_, Huxley, Iowa, on February 15, 2022, the City Council of the City of Huxley, Iowa, will hold a public hearing on the question of amending the urban renewal plan for the Huxley Housing Urban Renewal Area (the "Urban Renewal Area") to authorize the undertaking of a new urban renewal project in the Urban Renewal Area consisting of providing tax increment financing support to Meadow Lane Investments, L.L.C. in connection with the construction of public infrastructure necessary for the development of a residential subdivision. A copy of the amendment is on file for public inspection in the office of the City Clerk.

At said hearing any interested person may file written objections or comments and may be heard orally with respect to the subject matters of the hearing.

Jolene Lettow  
City Clerk

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On motion and vote the meeting adjourned.

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Mayor

Attest:

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City Clerk

STATE OF IOWA  
COUNTY OF STORY  
CITY OF HUXLEY

SS:

I, the undersigned, City Clerk of the City of Huxley do hereby certify that pursuant to the resolution of its City Council fixing a date of public hearing on a proposed urban renewal plan amendment, the notice, of which the printed slip attached to the publisher's affidavit hereto attached is a true and complete copy, was published on the date and in the newspaper specified in such affidavit, which newspaper has a general circulation in the City, and copies were sent to the county and school district.

WITNESS my hand this \_\_\_\_ day of \_\_\_\_\_, 2022.

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

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

**(PLEASE NOTE: This certificate must not be dated until the publication has been made and you have reviewed it to be sure that the notice was published on the date indicated in the attached affidavit.)**

STATE OF IOWA  
COUNTY OF STORY                   SS:  
CITY OF HUXLEY

I, the undersigned, City Clerk of the City of Huxley, do hereby certify that as such I have in my possession or have access to the complete corporate records of the City and of its officers; and that I have carefully compared the transcript hereto attached with the aforesaid records and that the attached is a true, correct and complete copy of the corporate records relating to the action taken by the City Council preliminary to and in connection with setting a date for public hearing on an urban renewal plan amendment.

WITNESS my hand this \_\_\_\_ day of \_\_\_\_\_, 2022.

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



January 14, 2022

**VIA E-MAIL**

Rita Conner  
City Administrator/City Hall  
Huxley, IA

Re: Huxley Housing Urban Renewal Area (2022 Amendment)  
Our File No. 419996-67

Dear Rita:

We have prepared the attached materials which will enable the City Council to act on January 18, 2022 to set February 15, 2022 as the date for a public hearing on the amendment to the existing urban renewal plan for the Area.

The notice which is included in the attached resolution must be published once, not less than four (4) and not more than twenty (20) days prior to the date selected for the hearing. The last date on which the notice can be published effectively is February 11, 2022. Please print an extra copy of the notice for delivery to the newspaper for publication. Please email a copy of the published notice to [orngard.severie@dorsey.com](mailto:orngard.severie@dorsey.com).

Also, a “consultation session” must be set up with the local county and school district. Please refer to my separate letter enclosed for further details.

Please provide one fully executed set of proceedings, once all the actions have been taken, and contact John Danos, Erin Regan, Severie Orngard or me if you have any questions.

Kind regards,

Amy Bjork

Attachments

cc: Jolene Lettow



January 14, 2022

**VIA E-MAIL**

Rita Conner  
City Administrator/City Hall  
Huxley, Iowa

Re: Huxley Housing Urban Renewal Area Amendment/Consultation Session  
Our File Number: 419996-67

Dear Rita:

The Iowa Urban Renewal Law requires that a city provide information concerning a proposed urban renewal plan or amendment to any other governmental bodies which might be affected by the use of tax increment financing within your urban renewal area. Specifically, the City must send a copy of the urban renewal plan amendment and an invitation to attend a meeting to discuss the urban renewal plan amendment to any county or school district whose jurisdiction covers any property which is within the urban renewal area. This consultation must be held at least two weeks prior to the public hearing on February 15, 2022.

It is our understanding that the property within your urban renewal area would affect Story County and the Ballard Community School District.

Attached is a draft letter which you may use in order to provide notification to these governmental entities of the date, time and place of a meeting at which they may discuss your urban renewal plan amendment. The law does not require that this be a meeting of the City Council, and you may use your discretion about who represents the City at the meeting.

Along with the letter, you should send a copy of the urban renewal plan amendment and a copy of the notice of the public hearing on the urban renewal plan amendment.

According to our records, here are the mailing addresses for the individuals who should receive the notification letter and the enclosures:

Board of Supervisors  
c/o Story County Auditor  
Story County Courthouse  
900 6<sup>th</sup> Street  
Nevada, Iowa 50201

Superintendent  
Ballard Community School District  
509 North Main Avenue  
Huxley, Iowa 50124

Please call John Danos or me if you have questions.

Kind regards,

Amy Bjork

cc: Jolene Lettow

[City letterhead]

DATE: \_\_\_\_\_  
TO: Board of Supervisors, Story County  
Superintendent, Ballard Community School District  
FROM: City Council  
City of Huxley, Iowa  
RE: Huxley Housing Urban Renewal Plan Amendment

The City of Huxley is in the process of amending the urban renewal plan for the Huxley Housing Urban Renewal Area, and, pursuant to Section 403.5 of the Code of Iowa, the City is sending you the enclosed copy of its urban renewal plan amendment and scheduling a meeting at which you will have the opportunity to discuss this amendment.

The meeting to discuss our urban renewal plan amendment has been set for \_\_\_\_\_, 2022, at \_\_\_\_\_ o'clock \_\_\_\_m. at the \_\_\_\_\_ in Huxley. If you are unable to send a representative to the meeting, we invite your written comments. In addition, Section 403.5 gives your designated representative the right to make written recommendations concerning the urban renewal plan amendment no later than seven days following the date of the meeting.

The City will also hold a public hearing on this urban renewal plan amendment at \_\_\_\_\_ o'clock \_\_\_\_m. on February 15, 2022, and a copy of the notice of hearing is enclosed for your information.

Please call our City Administrator Rita Conner at (515) 597-2561 if you have questions.

Enclosure

CITY OF HUXLEY, IOWA

URBAN RENEWAL PLAN AMENDMENT  
HUXLEY HOUSING URBAN RENEWAL AREA

February 15, 2022

The Urban Renewal Plan (the “Plan”) for the Huxley Housing Urban Renewal Area (the “Urban Renewal Area”) is being amended for the purpose of identifying new urban renewal projects to be undertaken therein.

**1) Identification of Projects.** By virtue of this amendment, the list of authorized urban renewal projects in the Plan is hereby amended to include the following project description:

**Name of Project:** Meadow Lane Housing Development – Plat 4 Project

**Name of Urban Renewal Area:** Huxley Housing Urban Renewal Area

**Date of Council Approval of Project:** February 15, 2022

**Description of Project:** Meadow Lane Investments, L.L.C. (the “Developer”) has undertaken the development of a residential subdivision (the “Meadow Lane Project”) situated on certain real property known as Meadow Lane Plat 4 (the “Property”) in the Urban Renewal Area, including the corresponding construction of public infrastructure (the “Infrastructure Project”).

The addition of new residential housing in the City will enhance the quality of life in the City thereby resulting in additional economic development in the City.

It has been requested that the City provide tax increment financing assistance to the Developer in support of its efforts to complete the Infrastructure Project.

The costs incurred by the City in providing tax increment financing assistance to the Developer will include legal and administrative fees (the “Admin Fees”) in an amount not to exceed \$8,000.

**Description of Use of TIF:** The City intends to enter into a development agreement (the “Agreement”) with the Developer with respect to the Infrastructure Project and Meadow Lane Project and to provide annual appropriation economic development payments (the “Payments”) to the Developer thereunder. The Payments, in an amount not to exceed \$560,000, will be funded with incremental property tax revenues to be derived from the Property. It is anticipated that the City’s total commitment of incremental property tax revenues with respect to the Infrastructure Project and the Meadow Lane Project, including the Payments, the Admin Fees and the LMI Set Aside (as described below) will not exceed \$831,088.

**LMI Set Aside:** Pursuant to the provisions of Section 403.22 of the Code of Iowa, the City will provide low and moderate income family housing assistance in its area of operation in an amount not less than 46.98% of the incremental property tax revenues applied to the Meadow Lane Project.

**2) Required Financial Information.** The following information is provided in accordance with the requirements of Section 403.17 of the Code of Iowa:

Constitutional debt limit of the City:	<u>\$ 18,350,084</u>
Outstanding general obligation debt of the City:	<u>\$</u>
Proposed maximum indebtedness to be incurred in connection with this February, 2022 Amendment*:	<u>\$ 560,000</u> (Projects)
	<u>\$ 8,000</u> (Admin Fees)
	<u>\$ 263,088</u> (LMI)
	<u>\$ 831,088</u> (Total)

\*It is anticipated that some or all of the debt incurred under this Amendment will be made subject to annual appropriation by the City Council.

# COUNCIL COMMUNICATION

**AGENDA HEADING:**

Approve Resolution of Police Officer Employment Offer and Setting Salary

**SUBMITTED BY:** Rita Conner, City Administrator; Gerry Stoll, Police Chief

**SYNOPSIS:**

Recommend approving offer of employment for new full time police officer and setting salary. This is the replacement of a full-time officer who left the department in December 2021.

**FISCAL IMPACT: YES**

Amount: \$26.58 per hour

Funding Source: FY 22 City of Huxley budget, General Fund

**ADDITIONAL INFORMATION: YES**

- Applications taken, interviews conducted and background checks completed
- Current Part Time Officer Matt Roudebush recommended by Chief Stoll for the position

**PREVIOUS COUNCIL ACTION(S): NO**

**BOARD/COMMISSION ACTION(S): NONE**

**CITY ADMINISTRATOR RECOMMENDATION: APPROVAL**

**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:**

- Formal acceptance of offer and beginning full time employment
- Officer swearing in January 25, 2022

**RESOLUTION NO. 22-006**

**RESOLUTION APPROVING POLICE OFFICER EMPLOYMENT AND SETTING SALARY**

**WHEREAS**, a process has been conducted to replace a full time police officer for the City of Huxley Police Department and;

**WHEREAS**, the position will be offered to Part Time Officer Matt Roudebush with a starting salary of \$26.58 per hour.

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

The offer of employment and salary are hereby approved.

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

***PASSED, ADOPTED AND APPROVED*** this 18<sup>th</sup> day of January 2022.

**APPROVAL BY MAYOR**

I hereby approve the foregoing **Resolution No. 22-006** by affixing below my official signature as Mayor of the City of Huxley, Iowa, this 18<sup>th</sup> day of January 2022.

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

ATTEST:

\_\_\_\_\_  
Jolene R. Lettow, City Clerk