

AGENDA
FOR THE REGULAR MEETING OF THE MAXWELL CITY COUNCIL
WEDNESDAY, JULY 9, 2025, AT 6:00 PM
COUNCIL CITY CHAMBERS, CITY HALL – 107 MAIN STREET

The city of Maxwell invites residents to join via conference call. If you would like to participate, you must call 844-855-4444 and enter this access code: 843508 no earlier than 5 minutes prior to the meeting.

AGENDA:

Call to Order

Roll Call

Approval of the Agenda for June 9, 2025 meeting

CONSENT AGENDA FOR THIS MEETING

Approval of the Minutes for June 11, 2025 Regular Council Meeting minutes.

Approval of the Claims from June 12, 2025 to July 9, 2025

Approval of the Treasurers Report for June

1. Discussion and possible approval of Resolution 2025-35 Public Forum Standards of Decorum for Maxwell City Council Meetings
2. Open Forum: Comments from the public
3. 2025 Grants Program presentation from Karin Sevde, Executive Director at Story County Community Foundation.
4. Discussion and possible approval of Resolution 2025-36 Story County Animal Control Contract.
5. Discussion and possible approval Resolution 2025-38 a Resolution Authorizing the Hiring of Consultant for City Clerk training.
6. Discussion and possible approval of Resolution 2025-37, a Resolution amending the salaries for employees of the city for FY26
7. Discussion and possible action on Treasurer's Report and Cash Balances for FY 2021-2025.
8. Discussion and possible approval for Lucky Wife Wine Slushies "C" Special Liquor License for 2 Maxwell Market in the Parks –7/13/25 and 7/27/25.
9. Discussion and possible approval of Lady Ferguson, LLC DBA Moms Maxwell 12 Month Class C Retail Alcohol License.
10. Discussion and possible approval of the 25/26 New Century LP Gas Contract.
11. Discussion of current member resignation and potential appointment to fill a vacant seat.
12. Discussion and possible action regarding the citywide sidewalk inventory and issuance of notices to property owners for necessary sidewalk repairs.
13. Discussion and possible action regarding library window repair.
14. Discussion and possible action for Length of Service Award Program (LOSAP) for fire fighters and EMTs.
15. Discussion and possible action on Planning & Zoning recommendations for council.
 - a. Final Plan for Rock Creek Plat 1

- b. Official Street designation map
 - c. Update subdivision requirements and request a committee to work on it with city engineer.
 - d. Address North & 7th Street alley
 - e. Comprehensive plan review of State Code 414.3 and 414.6 – request committee to update and provide a vision for Maxwell.
 - f. Compliance for Accessory Dwelling Unit Iowa Code 103A
 - g. Updating city zoning map
16. Discussion and possible action on Parks & Open Spaces Board recommendation for HOINT August 9th Celebration in Maxwell.
17. Department Head Reports:
- | | | | |
|--------------|------------|----------|---------------------------|
| Fire | EMS | Library | |
| Public Works | City Clerk | Engineer | Parks & Open Spaces Board |
18. Mayor and Council Reports/Comments
19. Adjourn

**Minutes of the Maxwell City Council
Regular Session
Wednesday June 11, 2025**

Note: The following are unofficial until they are approved by the City Council at the next council meeting.

The Maxwell City Council held a meeting on the above date pursuant to the rules of the council, notice posted at city hall and to the city website and Facebook. Mayor Higgins called the meeting to order at 6:01 PM.

Roll Call: Gast, Philpott, Westendorf, Miller, and Jans. Absent: None.

City staff present city clerk Wendy Crabtree

Also present were city engineer Wes Farrand. Officer Barnett, James Tongay, Susan Livesay, Carol Laffey, Royal Mansfield, Jody Gast, Crystal Davis and Mike Cox from Story County Outreach, and 6 attendees on the phone.

Jans moved to approve the agenda and Miller seconded with a change of moving #19 to follow public comments. All ayes. Motion carried.

Gast moved and Miller seconded to consent agenda, which included: Approval of the Minutes for May 14, 2025 regular council meeting minutes. Approval of the Minutes for May 28, 2025 special council meeting minutes. Approval of the Claims from May 14, 2025 to June 11, 2025. Approval of the Treasurers Report for May & June. All ayes. Motion carried.

Royal Mansfield (420 Broad St.) requested use of the city yard waste site for truck pull parking during Old Settlers. Motion by Gast, second by Jans to approve. Roll call vote: 5-0, motion carried. James Tongay (421 6th St.) addressed a letter from Code Enforcement Services, noting progress on several items with two still outstanding. Mayor Higgins advised him to contact CES, and Gast recommended scheduling a reinspection.

Sheriff's Report: On file. Deputy Sheriff Barnett asked for concerns. Mayor noted Old Settlers is the first weekend in August and requested increased presence. Speeding vehicles remain a concern, and additional patrol time at the city park was requested.

Crystal Davis and Mike Cox (Story County Outreach) discussed the Heart of Iowa Nature Trail celebration on Saturday, August 9. They invited Maxwell to participate, anticipating 200–300 riders. The Parks and Open Spaces Board will review potential activities and report back to the council in July.

Gast moved and Jans seconded approval of Maxwell Old Settler's Steering Committee, Inc. DBA Old Settlers Generations Class "C" Special Liquor License for 5 Days at 100 Army Post Road. Ayes: Gast, Philpott, Westendorf, Miller, Jans. Nays: None. Motion carried.

Miller moved and Gast seconded approval of Dollar General's tobacco permit. Ayes: Gast, Philpott, Westendorf, Miller, Jans. Nays: None. Motion carried.

Discussion held on City Wide clean up day scheduled for Saturday, June 14.

Gast moved and Philpott seconded to approve Snyder to study and provide scope of work and estimated cost for drainage on 6th Street for review at the next council meeting. Ayes: Gast, Philpott, Westendorf, Miller, Jans. Nays: None. Motion carried.

Motion by Westendorf, seconded by Jans to approve the Resolution 2025-31 Establishing a Fire Hydrant Maintenance Schedule and Policy, with changes. Clarifications added to the winterization section, requiring reports to Public Works after winter use. A budget line item was added for replacement service costs. Roll call vote: Ayes—Gast, Philpott, Westendorf, Miller, Jans. Nays: None. Motion carried.

Gast moved and Miller seconded discussion of Resolution 2025-33 Story County Animal Control Contract. Contract was not accurate or complete. Ayes: None. Nays: Gast, Philpott, Westendorf, Miller, Jans. Motion failed. Clerk will let Story County know why that decision was made.

Discussion and possible approval of renewal of DNR discharge authorization and permit fee payment for DNR stormwater general permit. Farrand recommended that council not renew because they anticipate the project being completed prior to July 25. No action taken.

Motion by Westendorf, second by Gast to remove the hazardous tree limb at Maxwell St. & 5th St. and the dead middle tree in the right of way at 313 Baldwin. Mayor directed the clerk to request an estimate from Wildish Tree Care LLC for the limb removal and stump grinding. Gast will survey trees in the right of way and on city property, compiling a list for council review. Roll call vote: Ayes—Gast, Philpott, Westendorf, Miller, Jans. Nays: None. Motion carried.

Roads committee made list of streets to repair in order of priority.

1. Metcalf (4th–5th St.)
2. Metcalf (3rd–4th St.)
3. North St. (Maxwell–Baldwin)
4. Trotter (1st–2nd St.)
5. Metcalf (Broad–1st St.)
6. Baldwin (corner of 4th St.)
7. Webb Court

Lower priority repairs:

- Intersection of 5th & Metcalf.
- Seal coat path in the park (Old Settlers Drive).
- Seal coat cemetery roads.

Jans will request a new bid from LL Pelling Co.

Gast moved and Westendorf seconded to take the low bid for dust control. 300 feet North of 210 on 667th Street, all of Myers Street. Ayes: Gast, Philpott, Westendorf, Miller, Jans. Nays: None. Motion carried.

Miller moved and Jans seconded amending Resolution 2025-25 and creating 2025-34 Resolution a Resolution to add Firewood Harvesting Liability Waiver and add #6 "Any firewood harvesting will require the signing of Harvesting Liability waiver." Ayes: Gast, Philpott, Westendorf, Miller. Nays: Jans. Motion carried.

Jans is ordering HOINT signs from Blackbird in Nevada with points of special interest. Signs are one-side printed laminated aluminum signs. The clerk will send out a letter to all local businesses listed in the Welcome Wagon in city hall for potential donations for signage.

Gast moved and Jans seconded approval of the invitation to Transition to the New University of Iowa Consortium Agreement for city credit card. Ayes: Gast, Philpott, Westendorf, Miller, Jans. Nays: None. Motion carried.

Concern was voiced by Miller over an 8-day difference in working days counted for the Baldwin Street project. Farrand advised that liquidated damage claims could go to arbitration. The mayor noted that even with an on-time start and completion, additional costs from Snyder may have been avoidable. Farrand suggested negotiating the days and will consult with Spencer Wignall at Snyder.

The City Engineer reported the Baldwin Street project is nearing completion and discussed erosion control removal. The second-to-final pay application reflects negative adjustments. Council discussed a potential land swap for Rock Creek Ridge to create a 12' wide path extending from 7th Street to the new road. Gast inquired about transferring 12' of water tower property to the developer, and Farrand noted it could be feasible, subject to city requirements and a possible bidding process. Gast outlined two options:

1. Extend from 6th Street, negotiating with property owners and senior housing to create a path leading north to the water tower lot, then east to Rock Creek Drive—part of the council's capital improvement plan.
2. Follow P&Z's recommendation to extend 7th Street with a 12' wide path similar to a bike trail, connecting to the new road to provide a safe school route. Eminent domain could be considered for public benefit.

Farrand advised that any land swap would be specific to the 7th Street connection. Clerk to mail letters to 3 property owners for possible meeting and discussion with mayor and/or council about this.

Gast – nothing.

Philpott – inquired about demolition permit. Mayor advised she can bring a resolution to the council with a plan. Concerned about new fireworks law. Clerk will post reminder on social media about new fireworks legislation.

Westendorf – speed signs on either side of town are getting turned. Mayor can contact contractor to look at it. Suggested time limits for public comments. Felt disrespected during tonight's meeting by another council meeting. Mayor advised council will be respectful of each other and our city employees.

Miller – received phone calls about people living in trailers. Mayor said to provide these complaints to Iowa Code Enforcement Services.

Jans – The mayor posted about a complaint on Facebook. Jans inquired whether the information could be made public. The mayor advised that it is not yet suitable for release as it could become litigious.

Mayor report – nothing.

Philpott moved to adjourn meeting, Westendorf seconded Vote on Motion: 5-0. Motion declared carried unanimously. 9:47 pm. The next regular city council meeting is Wednesday, July 9, 2025 at 6:00 pm.

June Claims

Absolute Science Summer Reading Program \$375
Access Systems Monthly Printer Rent \$398.86
Aflac Tony Stdard \$56.16
Alliant Energy \$ 6,968.87
Amazon Capital Services Library Materials \$615.56
AT&T Mobility Telephone City Hall \$273.84
AWE Acquisiton Kids Computers \$6,578.00
Badger Meter Orion Cellular LTE \$400.32
Bound Tree EMS Supplies \$52.07
Brick Gentry Legal Services \$2,430.00
Carrie Heaps Church Stand Key Copies \$12.81
Central Iowa Shortline \$409.93
Chem Sult Chemicals \$1,413.90
City of Ames Resource Recovery \$4,510.00
City of Maxwell Water Sewer Bills \$1,271.52
Commonwealth Electric Company \$13,825.00
Consumers Energy Myers & Webb \$41.00
Demco Library Materials \$134.47
Gannet Holdings Publishing \$291.63
Hanigan Writing Service Library \$49.50
Independent Public Advisors \$2,000.00
Iowa Association of Municipal Utilities \$779.00
Iowa Code Enforcement Services April \$1,085.60
Iowa Dep of Revenue Taxes \$281.05
Iowa Finance Authority \$224,540 C1177R Princial
Iowa One Call Locates \$21.60
Maguire Maint Plan Yr 7 \$13,503.27
Matthews White Plumbing Curb Box \$1728.25
Maxwell State Bank Fed Fica Taxes \$16646.06-
Menards Library \$440.34
Metering & Technology Solution \$3,306.18
Microbac Laboratories Sewer Testing \$480.00

Midwest Breathing Air LLC \$203.75
New Century FS LP Gas \$1,507.76
Polk County Fire Chief Assoc Dues \$25.00
Maxwell Post office June UB \$490.60
Pratt Sanitation Garbage contract May \$5683.91
Safe Building May Inspections \$2,088.54
Sam Rezz LLC Library Summer \$500.00
Science Heroes Library Summer \$400.00
Snyder & Associates Gen Engineer \$7,466.85
US Bank Chairs \$1157.29
Usa Bluebook Water testing supplies \$102.36
Wendy Crabtree Mileage \$71.40
Windstream Library phone \$233.41
Grand Total \$291,558.41

June Revenue
General \$25,258.13
Baldwin Street \$745,710.04
Water \$12,488.54
Sewer \$25,098.07
Sewer Loans \$15,490.00

RESOLUTION 2025-35

Public Forum Standards of Decorum for Maxwell City Council Meetings

WHEREAS the City of Maxwell, Iowa, values civic engagement and the participation of its residents in city affairs; and

WHEREAS the City Council seeks to ensure efficient and productive meetings while allowing all citizens the opportunity to be heard; and

WHEREAS implementing a reasonable time limit for individual speakers will help maintain order, fairness, and the timely progression of the council business.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Maxwell, Iowa, that:

1. Open Forum Time Limit – Each citizen addressing the Council during the open forum shall be allotted a maximum of five (5) minutes to speak.
2. Sign-In Requirement– Individuals wishing to speak shall complete the official sign in sheet before the meeting begins.
3. Order & Decorum – Speakers must maintain respectful discourse, refrain from personal attacks, and adhere to all established meeting rules.
4. Council Discretion – The Mayor or presiding officer retains the right to extend or limit speaking time based on meeting needs.
5. Implementation – This resolution shall take effect immediately upon passage by the Council.

PASSED AND APPROVED by the City Council of Maxwell, Iowa, this 9th day of July
2025 by the Maxwell City Council.

Moved _____

Seconded _____

Name	Yes	No	Absent	Abstain
Gast				
Philpott				
Westendorf				
Miller				
Jans				

Dale Higgins, Mayor

Attest: Wendy Crabtree, City Clerk

Sign-In Sheet for Open Forum

City of Maxwell, Iowa – Public Meeting Date:

Rules for Participation

1. Each speaker is allotted 5 minutes to address the Council.
2. Comments must be respectful and relevant to city business.
3. Personal attacks or offensive language will not be tolerated
4. Time extensions are at the mayor's discretion.

Name	Address	Topic	Sign In Time



Grant Applications

Habitat for Humanity, Ames

On this page

[Community Grant Application](#)

[Major Grant Application](#)

[Capacity Building Grant Application](#)

[Small Business Grant Application](#)

[\(https://storycountyfoundation.org/grants/grant-applications/small-business-and-entrepreneurship-grant/\)](https://storycountyfoundation.org/grants/grant-applications/small-business-and-entrepreneurship-grant/)

[McCallsburg, Iowa Legay Grant Application](#)

[More Grant Information](#)

Related Pages

[Grants Overview \(/grants/\)](#)

[Final Reports \(/final-reports/\)](#)

Community Grants Information

The Story County Community Foundation will award multiple grants for projects that significantly improve or affect the lives of those living in Story County communities. Please refer to the [Grant Application Eligibility \(/grants/#eligibility\)](#) information in order to ensure you have the best chance of submitting a successful application.

Grant Information:

- Grant requests of \$2,500 up to \$9,999 will be considered.
- Applications are accepted June 1 – September 30, 2025.

Timeline Information for Community Grant Applicants:

- **Full applications must be submitted electronically by 5:00 PM, September 30, 2025.**
- Applications will be reviewed during the month of October 2025.
- Applicants will be notified by the end of October 2025.
- Grant Awards Reception: TBA
- Final project reports are due August 31, 2026.

Eligibility

Grants are made only to Story County – based nonprofit organizations recognized by the Internal Revenue Service as tax-exempt, nonprofit, public charities under section 501(c)(3) or as a “unit of government” under Section 170(c)(1) – agencies that conduct activities to benefit the public at large. These may include public schools, state universities, public libraries, fire and rescue, and other municipal departments. If your agency does not have the IRS status, it may be possible for another agency to serve as a fiscal sponsor.

Previous grant recipients that have a current extension on an existing grant or that haven't submitted a final report for a previously funded grant are not eligible to apply for any of our grants.

While we would like to fund all applications we review, our grant funds are limited. Preference will be given to organizations who have not be awarded a grant in the past three years.

Community Grant Objectives

Grant proposals that address one or more of the following objectives will be considered:

- Focus on community needs in the areas of art/culture/humanities, education, health, human services, environment or community/public/society benefit.
- Strengthen the community by promoting philanthropy and encouraging civic involvement.
Encourage residents of Story County communities to be inclusive, welcoming, and understand diverse cultures.
- Serve as a catalyst in collaborative efforts for the betterment of all communities in Story County.
- New community betterment programs or projects.
- Address unidentified community needs with targeted solutions.

The Foundation will not consider funding requests for:

- Annual or capital fund-raising campaigns (not to be confused with capital building projects, which are accepted). A capital fundraising campaign is a time-limited effort by a nonprofit organization to raise significant dollars for a specific project. This includes funds for telephone solicitation, fundraising events, or professional fundraiser fees.
- Endowments – a fund made up of gifts and bequests that are subject to a requirement that the principal be maintained intact and invested to create a source of income for an organization.
- Operations such as staff salaries, office rental, utilities, and office supplies.
- Individuals – only non-profit organizations with 501(c)(3) status, governmental agencies with charitable projects or the 501(c)(3) fiscal sponsors for an agency are eligible.
- Grants or scholarships to individuals, including subsidies to agencies to cover individual activities or participation fees, scholarships or travel expenses.
- Programs covering a budget deficit or easing budget deficiencies.
- Programs requiring participation in a religious activity or promotion of religious ideology.
- Projects not serving residents of Story County; Projects may be multi-county, but the Story County Community Foundation funded portion must benefit solely Story County residents.
- Festivals and one-time special events or annual events.
- Political causes and activities, candidates or legislative lobbying efforts.
- Private foundations.

Apply for Community Grant
(/grants/grant-applications/community-grant-application/)

Major Grant Information

Grant Information: Grant requests of \$10,000 – \$25,000 will be considered.

In addition to our Community Betterment Objectives, in the Major Grant we are looking for a project which:

- addresses significant community issues
- presents an innovative, creative, and practical proposal that builds on community strengths
- presents a clear work plan that shows the ability to achieve the project's goals
- encourages cooperation, creates efficiencies and reduces duplication of services

- develops the leadership potential of the community
- involves the people served in the planning and implementation of the project
- demonstrates quality, vision, collaboration and good management
- provides a plan for sustainability beyond the funding period

Timeline Information for Major Grant Applicants:

- **Full applications must be submitted electronically by 5:00 PM, September 30, 2025.**
- Applications will be reviewed during the month of October 2025.
- Applicants will be notified by the end of October 2025.
- Grants Reception TBA
- Final project reports are due August 31, 2026.

Eligibility

Grants are made only to Story County – based nonprofit organizations recognized by the Internal Revenue Service as tax-exempt, nonprofit, public charities under section 501(c)(3) or as a “unit of government” under Section 170(c)(1) – agencies that conduct activities to benefit the public at large. These may include public schools, state universities, public libraries, fire and rescue, and other municipal departments. If your agency does not have the IRS status, it may be possible for another agency to serve as a fiscal sponsor.

Previous grant recipients that have a current extension on an existing grant or that haven’t submitted a final report for a previously funded grant are not eligible to apply for any of our grants.

While we would like to fund all applications we review, our grant funds are limited. Preference will be given to organizations who have not be awarded a grant in the past three years.

Major Grant Objectives

Grant proposals that address one or more of the following objectives will be considered:

- Focus on community needs in the areas of art/culture/humanities, education, health, human services, environment or community/public/society benefit.
- Strengthen the community by promoting philanthropy and encouraging civic involvement.
Encourage residents of Story County communities to be inclusive, welcoming, and understand diverse cultures.
- Serve as a catalyst in collaborative efforts for the betterment of all communities in Story County.

- New community betterment programs or projects.
- Address unidentified community needs with targeted solutions.

The Foundation will not consider funding requests for:

- Annual or capital fund-raising campaigns (not to be confused with capital building projects, which are accepted). A capital fundraising campaign is a time-limited effort by a nonprofit organization to raise significant dollars for a specific project. This includes funds for telephone solicitation, fundraising events, or professional fundraiser fees.
- Endowments – a fund made up of gifts and bequests that are subject to a requirement that the principal be maintained intact and invested to create a source of income for an organization.
- Operations such as staff salaries, office rental, utilities, and office supplies.
- Individuals – only non-profit organizations with 501(c)(3) status, governmental agencies with charitable projects or the 501(c)(3) fiscal sponsors for an agency are eligible.
- Grants or scholarships to individuals, including subsidies to agencies to cover individual activities or participation fees, scholarships or travel expenses.
- Programs covering a budget deficit or easing budget deficiencies.
- Programs requiring participation in a religious activity or promotion of religious ideology.
- Projects not serving residents of Story County; Projects may be multi-county, but the Story County Community Foundation funded portion must benefit solely Story County residents.
- Festivals and one-time special events or annual events.
- Political causes and activities, candidates or legislative lobbying efforts.
- Private foundations.

Apply for a Major Grant
 (/grants/grant-applications/major-grant-application/)

Capacity Building Grants Information

The Story County Community Foundation makes grants to nonprofits or governmental organizations with funds held under the umbrella of the Story County Community Foundation. These grants are to help grow the funds held at Story County Community Foundation.

Grant Information:

- Grant requests of up to \$2,500 will be considered.
- Applications are accepted January 1 – August 31, 2025, and will be reviewed by a committee upon submission. Funding must be used within twelve months of notification of a successful application.

Application Guidelines

Applications must include the following information:

- The organizational need addressed with the Capacity Building Grant
- Anticipated results of the project and how it impacts the future of the organization
- Timeline for the project
- Board commitment to the project, both financially and in terms of participation
- Budget, including other sources of funding and the amount requested from Story County Community Foundation
 1. Include only costs pertinent to the project.
 2. Include the specific portion of the project Story County Community Foundation funds would be used for
- A copy of the organization's 501(c)(3) designation letter
- A list of the organization's Board of Directors with contact information including e-mail addresses
- If your request is for an educational purpose, explain how newly obtained information will be disseminated within your organization

Eligibility Requirements

The applicant must have a fund established with Story County Community Foundation. Grants are made only to charitable organizations with a 501(c)(3) status, or to government agencies. Geographically, funding is limited to projects that will significantly improve the Story County community.

Story County Community Foundation Will Consider:

Grant applications for projects that increase the ability of the organization to grow its funds held under the umbrella of Story County Community Foundation. Examples of projects that could meet this criterion include (but are not limited to) those that:

- Strengthen the Board of Directors and governance of the organization, through training or assistance from an expert in the field.
- Assist in strategic thinking and planning for the future of the organization.
- Build a plan for long-term sustainability and reliable funding streams.
- Build technology systems to meet future development needs and accountability.
- Develop a marketing plan to build future sustainability.
- Or other similar use that will further the organization's capacity to grow their funds held under the umbrella of Story County Community Foundation.

Apply for a Capacity Building Grant
(/grants/grant-applications/capacity-grant-application/)

Small Business Grant Information

The Story County Community Foundation awards the Small Business grants to encourage and to grow small businesses located in Story County.

Grant Information:

- Grant requests of up to \$5,000 will be considered.
- Applications will be accepted through 5:00 PM on Wednesday, September 24, 2025.
- A committee will review the applications and select the "Top Four" grant applicants to present their project at "1 Million Cups", Ames Regional Economic Alliance, on October 15, 2025, 7:30 – 9:00 AM.
- Following the "1 Million Cups" presentations, the Committee will select the Grant Recipients and present the grant awards.
- Grant awards will be tiered so that each presenter receives at least a portion of the requested grant funding.
- Grant funding must be used by October 1, 2026.
- A Final Report is required before October 1, 2026.

Application Guidelines

Applications must include the following information:

- The specific need the funding will address.
- Anticipated results of the project and how it impacts the future of the organization.
- Timeline for the project.
- Budget, including other sources of funding and the amount requested from Story County Community Foundation.
 1. Include only costs pertinent to the project.
 2. Include the specific portion of the project Story County Community Foundation funds would be used for.
- Attach a copy of the business' IRS designation letter with EIN, Business Entity Document from the Iowa Secretary of State, or the Trade Name document from the Story County Recorder.
- A list of the Staff with contact information including e-mail addresses.

Eligibility Requirements

- Your business must be located in Story County, Iowa.
- This grant is specifically for small for-profit businesses (S-Corp, Partnership, etc.), not non-profit organizations.
- Grant project and funds are to be used before October 1, 2026.
- A final report is required noting of how the funds were use and the benefit it provided to your business.
- Operating expenses (rent, utilities, payroll) are Not eligible for grant funding.

Apply for a Small Business & Entrepreneurship Grant
(<https://storycountyfoundation.org/grants/grant-applications/small-business-and-entrepreneurship-grant/>)

McCallsburg, Iowa Legacy Grant Information

The City of McCallsburg will be the Fiscal Sponsor for this grant. Funds will be directed to the City of McCallsburg and the City will distribute the funds to the grant recipient.

Grant Information:

- Grants funding may be awarded up to, but not exceed, the McCallsburg Legacy Fund spendable balance. Please contact the Story County Community Foundation for up-to-date funding available.
- Applications will be accepted through August 31, 2025.
- The McCallsburg City Council will consider all applications during next regular City Council meeting.
- Grant funding must be used within a year of the award.
- A Final Report is required upon completion of the project.

Application Guidelines

Applications must include the following information:

- The specific need the funding will address.
- Anticipated results of the project and how it impacts the future of the organization.
- Timeline for the project.
- Budget, including other sources of funding and the amount requested from Story County Community Foundation.
- A copy of the business' IRS designation letter.
- Letters of commitment from partners collaborating on this project.
- A list of the Board of Directors with contact information including e-mail addresses.

Eligibility Requirements

The McCallsburg, Iowa Legacy Grant is **only** available to a nonprofit 501 (c) (3) or government entity located in McCallsburg, Iowa for programs or projects **solely** for the benefit of the residents of McCallsburg, Iowa.

No other requests for these funds will be considered.

Apply for a McCallsburg, Iowa Legacy Grant
(<https://storycountyfoundation.org/grants/grant-applications/mccallsburg-iowa-legacy-grant/>)

Roger Berger Grant for the Arts Application

Roger Berger was passionate about the arts, especially Opera. As part of his legacy, he established a fund to enhance the community's access to Opera and other cultural programs.

Grant Information:

- Applications must be submitted by at least two nonprofit, 501 (c) (3) organizations, collaborating on the project/programming to benefit all citizens in Story County.
- The project/program must have a focus on community Arts and Culture, with a preference to promote and share Opera with the citizens of Story County. This may include live performances, educational sessions and other similar programming.
- Applicants are encouraged to be creative, bold and innovative.
- Projects/programs should provide a positive experience for all involved.
- This may be a multi-year project/program, i.e.: establishing an annual Opera performance event for the community. We will consider funding for up to three (3) years, to establish the project/program.

Apply for a Roger Berger Grant
(<https://storycountyfoundation.org/grants/grant-applications/roger-berger-grant-for-the-arts-application/>)

Final Reports

Final grant reports be submitted to the Story County Community Foundation when the project is completed or by August 31st following the annual awards reception. Final reports should detail how this project helped the community or population served. If possible, detail more than numbers of participants, but also the outcomes for the community or population. Typically, outcomes represent an achievement or a change in behavior, skills, knowledge, attitude, and status or life condition of participants. Include impact stories, pictures and testimonials. Story County Community Foundation may use this information in its promotional materials and/or on our website.

Final Report Forms →
(/grants/final-reports/#report-forms)

Capital Based Projects vs. Capital Campaign Projects

Capital expenditure is defined as a long-term expense rather than an annual expense. It may be real estate, bricks and mortar (including new construction, facilities, remodeling, painting, improvements, equipment and acquiring an existing structure) and permanent fixtures added either to a structure or to real estate. Capital projects are encouraged. Mark the appropriate box on the application. This is not the same as a capital fundraising campaign, a time-limited effort to raise significant dollars for a specific project, which generally would not be considered for funding.

Fiscal Sponsor

An organization that receives the money on behalf of the grant applicant and is responsible for disbursing the money for the project and maintaining appropriate documentation. This entity must be a 501(c)(3) or a 170(c)(1) unit of government in order to serve in this capacity. In searching for a fiscal sponsor, seek out an organization that benefits in some way from being associated with your project or has interest in your project or organization. A fiscal sponsorship agreement must accompany the grant application if a fiscal sponsor is being used.

Story County
Community Foundation (/)

RESOLUTION 2025-36

**A RESOLUTION APPROVING ANIMAL SHELTERING AGREEMENT BETWEEN STORY
COUNTY, IOWA, AND THE CITY OF MAXWELL, IOWA**

WHEREAS, the City of Maxwell has no facilities for the keeping and caring of animals impounded by the city; and

WHEREAS Story County Animal Control does have such facilities and is willing to provide this service for the City of Maxwell; and

WHEREAS, the City and Story County, Iowa, have reached an agreement to provide such keep and care of impounded animals.

NOW, THEREFORE, BE RESOLVED by the City Council of the City of Maxwell does hereby approve Animal Care Agreement between the city of Maxwell and Story County, Iowa for Animal Sheltering. The Mayor and City Clerk are hereby authorized to execute the agreement on behalf of the City.

ATTEST:

Wendy Crabtree, City Clerk

Dale Higgins, Mayor



Story County Animal Control and Shelter
975 W. Lincoln Highway, Nevada, Iowa 50201

Ph. 515-382-3338
www.storycountyia.gov
ahenderson@storycounty.com

5/14/2025

Greetings,

Enclosed is the upcoming fiscal year contract from Story County Animal Control, with a few changes from the previous year.

These changes are as follows:

Chapter 1. Purpose: Deleted "with the exception of 2(e) and (f)"

Chapter 4. Rescue and removal charges: Replaced – with "Story County will assess the City"

Chapter 8. Duration and term: Deleted "initial" and "In the interim we will cover your animal control needs, but this agreement shall continue on a year to year basis unless terminated by any party hereto as provided below." And replaced it with "The parties do hereby agree that the prior Animal Rescue Service Contract entered into by the parties on _____ will be terminated by mutual consent on June 30th, 2025."

We kindly ask you to review the contract, paying special attention to check box on the second page. This section requires your decision on whether your city prefers to be informed about non-emergency animal control incidents outside of regular hours before we proceed to your location. It's important to note that the decision to respond to these non-emergency situations after hours will be at the discretion of the on-call Animal Control Officer (ACO). Should you opt for notifications, please include a contact number for a city official available during these times.

Should you have any inquiries or need further clarification, I'm here to assist. I'm also willing to participate in city council meetings to discuss any aspects of animal control within your city. An essential aspect I wish to emphasize is the importance of incident documentation with our office. This practice significantly aids in the swift resolution of complaints and the prompt provision of solutions, potentially preventing more severe incidents or violations. Additionally, our department might need to undertake further steps before we can issue any restraint orders or citations.

The growing population of stray cats in Story County is a concern that should be addressed sooner rather than later. Waiting until cats are orphaned, injured, or sick only worsens the problem. Many well-meaning residents enjoy feeding stray cats, but without spaying or neutering, this only contributes to overpopulation and the spread of contagious diseases among the cat colonies.

Fixing the cats while allowing residents to continue feeding some of them is a practical and humane solution. Our goal is to help cities humanely manage the stray cat population by ensuring they are trapped, spayed or neutered, and a select few returned to their territory if needed. With support and cooperation from your city and its residents, we can significantly reduce the number of stray cats over time. If your city is interested in implementing a Trap-Neuter-Return (TNR) program, we're ready to provide guidance and help you get started.

Lastly, In the coming weeks, I'll be sending out a brief survey to city officials and council members. The goal is to gather feedback on various aspects of animal control services and explore ways we can strengthen our partnership and improve our animal services contract. To ensure you receive the survey, I'd appreciate it if you could help me gather contact information for your city's key officials. An email will be coming soon. Your input is invaluable as we work to better serve both the animals and the communities in our county.

We appreciate your time in reading this letter and encourage you to contact us for any questions or discussions regarding animal control and welfare in your community.

Please ensure that the contract, duly signed by both the mayor and city clerk and affixed with your city's seal, is returned to us by June 25th, 2025, or as soon as possible.

Kind Regards,



Anna Henderson
Animal Control Director

Return to & Prepared by Anna Henderson, Story County Animal Control, 975 West Lincoln Way,
Nevada, IA 50201 515-382-3338

ANIMAL RESCUE SERVICE CONTRACT

This contract and agreement is entered into by and between Story County, Iowa and the City of Maxwell, Iowa pursuant to the authority, and by the procedures of Chapter 28E, Code of Iowa.

1. Purpose:

Under this contract, Story County shall provide said City with services of domestic animal rescue as set forth more specifically in succeeding paragraphs herein. Story County will not provide services with regard to wild animals except as noted below in the Scope of Services, and in the sole discretion of Story County.

2. Scope of services (pursuant to Story County Code of Ordinances):

- a. Transportation of animals impounded by the contracting City.
- b. Shelter and board for the impounded animals.
- c. Issuance of applicable impoundment charges on impounded animals pursuant to Story County Code of Ordinances.
- d. Cat, dog, and other small domesticated animal adoption service for appropriately impounded animals.
- e. Investigation and disposition of rabid, sick or injured animals.
- f. Supervision of quarantine procedures and rabies testing.
- g. Collection and impounding of City trapped cats.
- h. Arrange for emergency veterinary care or provision of first-aid treatment.
- i. Provision of humane euthanasia of unclaimed cats and dogs pursuant to Iowa Code section 351.37.
- j. Rescue of animals in unusual or emergency circumstances (i.e. flood waters, fire, etc., with permission from appropriate City Official).
- k. One letter sent to resident of said City when requested by said City and only after prior attempts at resolution by City.

Any other animal control related problem may be dealt with at the Animal Control Officer's discretion.

The City understands that all service is subject to the Animal Control Officer's availability and discretion with the expressed approval of a City Official, except in emergencies.

☐ ____ Check and Initial here if City prefers to be notified prior to Animal Control Officer's response in non-emergency situations. If you checked the box, please provide a twenty-four (24) hour phone number: _____.

3. Consideration: (Quarterly billing)

The City will pay Story County, Iowa, based on the following fee schedule:

(No trip charge will be assessed from 8:00 a.m. to 3:00 p.m., Monday – Friday)

- a. \$50.00 per officer involved, per trip between the hours of 3:00 p.m. and 8:00 a.m., Monday through Friday, all day Saturday, Sunday and holidays.
- b. \$25.00 per trip for investigations (regardless of whether or not an animal is detained), confining an animal, and other services as needed.
- c. \$6.50 per day up to a maximum of seven (7) days per unclaimed dog for boarding and transportation costs.
- d. \$5.50 per day up to a maximum of seven (7) days per unclaimed cat for boarding and transportation costs.
- e. \$5.50 per day up to a maximum of seven (7) days per unclaimed exotic animal for boarding and transportation costs.
- f. \$10.00 per day up to a maximum of seven (7) days per unclaimed head of livestock for boarding and transportation costs. Depending on animal size, if a trailer is needed to transport an animal, add an additional \$35.00.
- g. \$15.00 for euthanasia of each unclaimed or unwanted cat not held for seven (7) days, due to sickness, injury or rabies testing.
- h. \$25.00 for euthanasia of each unclaimed or unwanted dog not held for seven (7) days, due to sickness, injury or rabies testing.
- i. \$20.00 for euthanasia of each wild animal species such as opossum, raccoon, etc.
- j. \$5.00 per day for rental of cat box trap.
- k. \$8.00 per day for rental of dog box trap.
- l. \$10.00 per citation issued at the request of said City.
- m. \$10.00 handling/transportation charge for all domestic animals held less than seven (7) days.
- n. At the discretion of said City and Animal Control, an animal may be held and boarded for less than a minimum seven (7) days if the animal is:
Significantly sick or injured, ill-tempered or vicious, feral/wild (not adoptable, applicable to cats and dogs only), believed to have been exposed to a disease infectious to animals or humans.

4. Rescue and removal charges:

For any animal in unusual or emergency circumstances, Story County will assess the City \$50.00 per trip, per Animal Control Officer needed, and any other applicable fees (which may include, but are not limited to, Sheriff's Office invoices for service).

All diagnostic and/or quarantine costs shall be paid by the City.

5. Recording requirements:

In accordance with Iowa Code Chapter 28E, a copy of this agreement shall be filed with the Secretary of State and recorded with the Story County Recorder.

6. Termination:

Either party may terminate this agreement without penalty at any time by giving written notice to the other party at least thirty (30) days before the effective date of such termination.

7. Effective date:

This agreement shall become effective upon formal passage and execution of the Board of Supervisors above named and upon filing of this agreement with the Secretary of State of Iowa.

8. Duration and term:

The term of this agreement shall be for a period of one year commencing on July 1, 2025, and terminating on June 30, 2026.

The parties do hereby agree that the prior Animal Rescue Service Contract entered into by the parties on July 18th, 2023 will be terminated by mutual consent on June 30, 2025.

9. Amendment:

This agreement may not otherwise be amended or altered without a written, signed, and filed amendment to the agreement executed by both parties hereto.

In witness whereof the parties hereto have, by their authorized representatives, executed this agreement.

Story County, Iowa

By: _____
Chairperson Date

City of Maxwell, Iowa

By: _____
Mayor Date

ATTEST

Auditor Date

Clerk Date

Story County Animal Control

By: _____
Animal Control Director Date

5. Discussion and Possible Approval of Hiring Janon Douglas for Clerk Training

I am facing several job responsibilities that are highly specialized, time-sensitive, and critical to our compliance with state and federal deadlines. To ensure all deadlines are met with accuracy and confidence, I respectfully request the Council's support in hiring Janon Douglas for training. This investment aligns with best practices followed by neighboring communities. Many clerks in Story County began their roles without prior experience and benefited significantly from consultant-guided onboarding.

- **Baxter:** Clerk Lucas was trained for 13 months by consultant Kelly Grosskurth.
- **Cambridge:** Clerk Susan trained under the prior clerk for 6 months; she and Deputy Dee have been working with Janon Douglas for the past 2 years.
- **Collins:** Clerk Katie received 2 years of training from consultant Cindy Kendall.

Janon Douglas has over 20 years of municipal experience, including tenure as a city clerk and she worked for Simple City (GWorks), the software I use daily. Janon's rate is \$50/hour. As an alternative, consultant Cindy Kendall charges \$75/hour, but would like to retire and doesn't want the commitment of traveling to Maxwell.

Mellisa was hired to support my onboarding through July but staffing changes in her office have limited that support. Our time together was inconsistent, making it difficult to build the foundational knowledge required for my role. Despite outreach efforts to fellow clerks in Story County, there are reports and tasks I need to learn that are too complex to teach me over the phone or email. I would like to have one point of contact from a trusted and experienced source.

Resolution 2025-38
A Resolution Authorizing the Hiring of Consultant for City Clerk Training

WHEREAS the City Council recognizes the importance of effective training and support for the city clerk to ensure operational continuity, administrative accuracy, and ongoing professional development.

WHEREAS the Council acknowledges that city clerk training requires a dedicated and flexible approach that accommodates evolving needs and availability.

NOW, THEREFORE, BE RESOLVED by the City Council of the City of Maxwell, Iowa

1. Authorization of Consultant Services

The City hereby authorizes the hiring of Janon Douglas to provide professional consulting services for the purpose of training and supporting the city clerk.

2. Compensation Terms

The consultant has established a compensation rate of \$50 per hour or \$500 per day, as applicable, based on the duration and nature of the scheduled service.

3. Training Scope and Flexibility

Services shall commence with an estimated schedule of two days per week for an initial period of three months, subject to adjustment based on ongoing needs. This engagement shall remain open-ended, allowing for continued training and support as required.

4. Scheduling and Continuity of Services

Consultant hours shall be coordinated with city clerk to minimize disruption and maintain access to municipal services. Any necessary modifications to office hours or temporary closures during training periods shall be planned and communicated in advance to the public.

5. Administrative Coordination

The Mayor, City Clerk, and/or City Administrator are authorized to determine the consultant's schedule, confirm scope of services, and execute any supporting documentation necessary to carry out this resolution.

PASSED AND APPROVED by the City Council of Maxwell, Iowa, this 9th day of July 2025 by
the Maxwell City Council.

Moved _____

Seconded _____

Name	Yes	No	Absent	Abstain
Gast				
Philpott				
Westendorf				
Miller				
Jans				

Dale Higgins, Mayor

Attest: Wendy Crabtree, City Clerk

RESOLUTION 2025-37

**A RESOLUTION AMENDING THE SALARIES FOR EMPLOYEES
OF THE CITY FOR THE FISCAL YEAR 2026.**

WHEREAS, employee evaluations have been completed for Fiscal Year 2025, and

WHEREAS, the City of Maxwell has budgeted pay increases for Fiscal Year 2026.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Maxwell, Iowa the following persons and positions named shall be paid, commencing on July 1, 2025, the salaries or wages indicated and the Clerk is authorized to issue warrants/checks, less legally required or authorized deductions from the amounts set out below, and make such contributions to IPERS and Social Security or other purpose as required by law or authorization of the council, all subject to audit and review by the council:

<u>Position</u>	<u>RateRegular</u>	<u>Hours</u>	<u>Incumbent</u>
Public Works Director	\$33.98/hr.	Full-Time	Tony Ness
Public Works Assistant	\$22.65/hr.	60/pay period	Scott Johnson
City Clerk	\$25.00/hr.	Full-Time	Wendy Crabtree
Deputy Clerk/Treasurer	\$22.53/hr.	40/pay period	Carrie Heaps
Librarian	\$16.00/hr.	Part-Time	Anna Baldwin
Part-Time Asst Librarian	\$10.50/hr.	Part-Time	Angela Garza
Part-time Public Works	\$15.00/hr.	Part-Time	Paul Ness
Cemetery Maintenance	\$15.00/hr.	Part-Time	Austin Hennick
Snow Removal	\$20.00/hr.	Temporary	
Fire Chief	\$1,500.00/yr.	Salaried	
EMS Chief	\$1,500.00/yr.	Salaried	

Overtime hours (time more than 40 hours per week) shall be paid for at one and one half times the hourly rate for the job performed.

Motion to approve:

Second:

Roll Call Vote: Gast _____ Philpott _____ Westendorf _____ Miller _____ Jans _____

ATTEST:

Wendy Crabtree, City Clerk

Dale Higgins, Mayor

The mayor declared the Resolution passed and enacted on the 9th day of July 2025.

Year End Balances FY2021 through FY2025

Fund Number and Name	FY21 EOY	FY22 EOY	FY23 EOY	FY24 EOY	FY25 EOY*
Operating Funds					
001 GENERAL	156,812.82	180,773.88	266,496.46	236,169.99	139,914.74
110 ROAD USE	183,615.06	169,954.54	174,609.30	128,252.33	183,543.71
600 WATER	166,824.52	166,091.42	157,516.65	110,755.19	71,741.45
610 SEWER	150,766.90	190,504.90	93,971.08	59,211.75	46,234.63
SUM OF OPERATING FUNDS	658,019.30	707,324.74	692,593.49	534,389.26	441,434.53
Debt Funds					
200 DEBT SERVICE	0.00	(897.95)	(1,320.74)	15,567.65	99,999.71
609 WATER SINKING FUND	0.00	0.00	0.00	0.00	0.00
625 SEWER SINKING FUND	0.00	23,984.89	45,012.94	52,452.94	200,292.94
SUM OF DEBT FUNDS	0.00	23,086.94	43,692.20	68,020.59	300,292.65
Trust Funds					
003 CAPITAL REPLACEMENT	0.00	0.00	0.00	0.00	0.00
004 EMS DEPT TRUST	28,181.52	282.56	282.56	21,674.56	21,674.56
005 FIRE DEPT TRUST	33,579.07	36,550.39	36,550.39	36,550.39	36,550.39
008 LIBRARY TRUST	19,526.63	23,048.56	23,048.56	41,096.56	41,096.56
016 WASHINGTON TOWNSHIP	153,790.01	174,066.76	138,388.98	166,415.54	232,715.41
019 EMERGENCY TRUST	25,046.00	36,400.00	44,608.96	58,281.32	58,281.32
112 EMPLOYEE BENEFITS	5,539.42	5,108.90	4,925.64	9,825.38	29,908.86
SUM OF TRUST FUNDS	265,662.65	275,457.17	247,805.09	333,843.75	420,227.10
Project Funds					
111 I-JOBS	1,114.35	1,114.35	1,114.35	1,114.35	1,114.35
119 EMERGENCY FUND	3,356.05	(0.43)	0.00	0.00	78.87
120 UTILITY FRANCHISE	88,592.17	105,722.22	134,007.63	158,129.95	179,315.09
121 LOCAL OPTION	466,812.22	406,325.68	366,410.81	456,030.43	543,210.25
125 TIF	119,675.15	119,675.15	119,675.15	119,675.15	119,675.15
126 OWEN TIF	(3,186.07)	(3,186.07)	(3,186.07)	(3,186.07)	(3,186.07)
129 ARP	0.00	0.00	0.00	310.91	310.91
150 ARPA	0.00	67,509.62	135,168.82	135,168.82	135,168.82
170 FEMA	28,893.25	28,893.25	28,893.25	0.00	0.00
171 MAY 2013 FLOOD/HAIL	0.00	0.00	0.00	0.00	0.00
172 FEMA BUYOUT	0.00	0.00	0.00	0.00	0.00
301 BALDWIN PROJECT	52,600.00	76,657.50	67,762.00	96,672.00	(804,669.66)
302 5TH ST STORM PROJECT	(2,158.50)	(2,158.50)	(2,158.50)	0.00	0.00
303 2020 WIND DISASTER	(111,473.92)	(76,394.17)	(27,311.06)	0.00	0.00
304 WOODLAWN STORM	0.00	0.00	0.00	0.00	0.00
305 REMOVAL OF TREES	0.00	0.00	26,000.00	0.00	(14,140.00)
306 SEWER TAP REPAIR	0.00	0.00	0.00	0.00	0.00
307 SIDEWALK REPLACEMENT	0.00	0.00	0.00	0.00	0.00
601 WATER DISCHARGE	0.00	0.00	0.00	0.00	0.00
611 2015 SEWER REHAB	35,924.29	35,924.29	35,924.29	35,924.29	35,924.29
612 WWTP PROJECT	(115,800.91)	(291,187.77)	(0.60)	0.00	0.00
SUM OF PROJECT FUNDS	564,348.08	468,895.12	882,300.07	999,839.83	192,802.00
TOTAL CASH ON HAND	1,488,030.03	1,474,763.97	1,866,390.85	1,936,093.43	1,354,756.28

* Preliminary number. Year not closed

		EOY FY2021	EOY FY22	EOY FY23	EOY FY24	EOY FY25
001	GENERAL	156,812.82	180,773.88	266,496.46	236,169.99	139,914.74
003	CAPITAL REPLACEMENT	0.00	0.00	0.00	0.00	0.00
004	EMS DEPT TRUST	28,181.52	282.56	282.56	21,674.56	21,674.56
005	FIRE DEPT TRUST	33,579.07	36,550.39	36,550.39	36,550.39	36,550.39
008	LIBRARY TRUST	19,526.63	23,048.56	23,048.56	41,096.56	41,096.56
016	WASHINGTON TWNSHP TRUST	153,790.01	174,066.76	138,388.98	166,415.54	232,715.41
019	EMERGENCY TRUST	25,046.00	36,400.00	44,608.96	58,281.32	58,281.32
110	ROAD USE TAX	183,615.06	169,954.54	174,609.30	128,252.33	183,543.71
111	I-JOBS	1,114.35	1,114.35	1,114.35	1,114.35	1,114.35
112	EMPLOYEE BENEFITS	5,539.42	5,108.90	4,925.64	9,825.38	29,908.86
119	EMERGENCY FUND	3,356.05	(0.43)	0.00	0.00	78.87
120	UTILITY FRANCHISE	88,592.17	105,722.22	134,007.63	158,129.95	179,315.09
121	LOCAL OPTION SALES TAX	466,812.22	406,325.68	366,410.81	456,030.43	543,210.25
125	TAX INCREMENT FINANCING	119,675.15	119,675.15	119,675.15	119,675.15	119,675.15
126	OWEN TIF DISTRICT	(3,186.07)	(3,186.07)	(3,186.07)	(3,186.07)	(3,186.07)
129	ARP FUNDS	0.00	0.00	0.00	310.91	310.91
150	ARPA	0.00	67,509.62	135,168.82	135,168.82	135,168.82
170	FEMA	28,893.25	28,893.25	28,893.25	0.00	0.00
171	MAY 2013 FLOOD/HAIL	0.00	0.00	0.00	0.00	0.00
172	2014 FEMA BUYOUT	0.00	0.00	0.00	0.00	0.00
200	DEBT SERVICE	0.00	(897.95)	(1,320.74)	15,567.65	99,999.71
301	BALDWIN ST PROJECT	52,600.00	76,657.50	67,762.00	96,672.00	(804,669.66)
302	CAPITAL FUND PRJCT-STOR	(2,158.50)	(2,158.50)	(2,158.50)	0.00	0.00
303	FEMA WIND DISASTER 2020	(111,473.92)	(76,394.17)	(27,311.06)	0.00	0.00
304	WOODLAWN ST PROJECT	0.00	0.00	0.00	0.00	0.00
305	REMOVAL OF TREES	0.00	0.00	26,000.00	0.00	(14,140.00)
306	SEWER TAP REPAIR	0.00	0.00	0.00	0.00	0.00
307	SIDEWALK REPLACEMENT	0.00	0.00	0.00	0.00	0.00
600	WATER	166,824.52	166,091.42	157,516.65	110,755.19	71,741.45
601	WATER DISCHARGE	0.00	0.00	0.00	0.00	0.00
609	WATER SINKING	0.00	0.00	0.00	0.00	0.00
610	SEWER	150,766.90	190,504.90	93,971.08	59,211.75	46,234.63
611	2015 SEWER REHAB	35,924.29	35,924.29	35,924.29	35,924.29	35,924.29
612	WWTP FACILITY	(115,800.91)	(291,187.77)	(0.60)	0.00	0.00
625	SEWER LOANS	0.00	23,984.89	45,012.94	52,452.94	200,292.94
	Report Total	1,488,030.03	1,474,763.97	1,866,390.85	1,936,093.43	1,354,756.28
		1,488,030.03	1,474,763.97	1,866,390.85	1,936,093.43	1,354,756.28
		0.00	0.00	0.00	0.00	0.00

Treasurer's Ending Report FY 2021-2025									
Ending Balance FY:									
Account/Title	2021	2022	2023	2024	2025	5 Year		Change	
						Dollar	Percent	Average Annual	Change
						Dollar	Percent	Dollar	Percent
001 General	\$ 156,812.82	\$ 180,773.88	\$ 266,496.46	\$ 236,169.99	\$ 38,333.33	\$ (118,479.49)	-76%	\$ (23,695.90)	-15%
019 Emergency	\$ 25,046.00	\$ (0.43)	\$ 44,608.96	\$ 58,281.32	\$ 58,281.32	\$ 33,235.32	133%	\$ 6,647.06	27%
110 Road Use	\$ 183,615.06	\$ 169,954.54	\$ 174,609.30	\$ 128,252.33	\$ 102,564.92	\$ (81,050.14)	-44%	\$ (16,210.03)	-9%
120 Utility Franchise	\$ 88,592.07	\$ 105,722.22	\$ 134,007.63	\$ 158,129.95	\$ 21,185.14	\$ (67,406.93)	-76%	\$ (13,481.39)	-15%
121 LOST	\$ 456,812.22	\$ 406,325.68	\$ 366,410.81	\$ 456,030.43	\$ 186,089.39	\$ (270,722.83)	-59%	\$ (54,144.57)	-12%
301 Baldwin Street	\$ 52,600.00	\$ 76,657.50	\$ 67,762.00	\$ 96,672.00	\$ (76,540.72)	\$ (129,140.72)	-246%	\$ (25,828.14)	-49%
600 Water	\$ 166,825.52	\$ 166,091.42	\$ 157,516.65	\$ 110,755.19	\$ 61,845.94	\$ (104,979.58)	-63%	\$ (20,995.92)	-13%
610 Sewer	\$ 150,766.90	\$ 190,504.90	\$ 93,971.08	\$ 59,211.75	\$ 51,517.01	\$ (99,249.89)	-66%	\$ (19,849.98)	-13%
Column Total	\$ 1,281,070.59	\$ 1,296,029.71	\$ 1,305,382.89	\$ 1,303,502.96	\$ 443,276.33	\$ (837,794.26)	-65%	\$ (167,558.85)	-13%
612 WWTP	\$ (115,800.91)	\$ (291,187.77)	\$ (0.60)	\$ -	\$ -				



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
CLOUD WINE, LLC	Lucky Wife Wine Slushies	(515) 368-0295		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
100 Army Post Road		Maxwell	Story	50161
MAILING ADDRESS	CITY	STATE	ZIP	
1961 150th Street	Humboldt	Iowa	50548	

Contact Person

NAME	PHONE	EMAIL
Dawn Thompson	(515) 368-0295	luckywifewineslushies4@gmail.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
	Special Class C Retail Alcohol License	5 Day	Submitted to Local Authority
EFFECTIVE DATE	EXPIRATION DATE	LAST DAY OF BUSINESS	
SUB-PERMITS			
Special Class C Retail Alcohol License			
PRIVILEGES			

Status of Business



State of Iowa

Alcoholic Beverages Division

BUSINESS TYPE

Limited Liability Company

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Dawn Thompson	Humboldt	Iowa	50548	owner/ceo	100.00	Yes

Insurance Company Information

INSURANCE COMPANY

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

Founders Insurance Company

July 11, 2025

July 16, 2025

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE
DATE

OUTDOOR SERVICE EXPIRATION
DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE
DATE

TEMP TRANSFER EXPIRATION
DATE



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
CLOUD WINE, LLC	Lucky Wife Wine Slushies	(515) 368-0295		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
100 Army Post Road		Maxwell	Story	50161
MAILING ADDRESS	CITY	STATE	ZIP	
1961 150th Street	Humboldt	Iowa	50548	

Contact Person

NAME	PHONE	EMAIL
Dawn Thompson	(515) 368-0295	luckywifewineslushies4@gmail.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
	Special Class C Retail Alcohol License	5 Day	Submitted to Local Authority

EFFECTIVE DATE	EXPIRATION DATE	LAST DAY OF BUSINESS
----------------	-----------------	----------------------

SUB-PERMITS

Special Class C Retail Alcohol License

PRIVILEGES

Status of Business



State of Iowa

Alcoholic Beverages Division

BUSINESS TYPE

Limited Liability Company

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Dawn Thompson	Humboldt	Iowa	50548	owner/ceo	100.00	Yes

Insurance Company Information

INSURANCE COMPANY

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

Founders Insurance Company

July 25, 2025

July 30, 2025

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE
DATE

OUTDOOR SERVICE EXPIRATION
DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE
DATE

TEMP TRANSFER EXPIRATION
DATE

Maxwell Park
100 Army Post Road

exit

**DISK GOLF
6TH HOLE FAIRWAY**

Wood
Play
Equip.

Rest
Room

Army Post Road

Lucky
Wife
Serves

Stage

Seating
48' Diameter
Grain Bin Roof
Roof Shelter with
42' Diameter
Sidewall

Serving
Counter

Picnic
Shelter
Seating

Entrance
Old Settlers Way



Event Lease Agreement

THIS AGREEMENT, made and entered into this 14th day of March, 2025, by and between Maxwells Market in the Park ("Lessor") and Dawn Thompson of Cloud Wine LLC dba Lucky Wife Wine Slushies ("Lessee").

In consideration of the mutual promises contained herein, the parties agree as follows:

1. **PREMISES.** The Lessor agrees to lease to the Lessee a portion of the property located at 100 army post road, (address) Maxwell, (city) IA, (state) 50161, (Zip code) as designated by the Lessor. The parties agree to abide by the applicable ordinances.
2. **TERM.** Lessor agrees to lease said premises to Lessee on the 11th and 25th of May, the 8th and 22nd of June, the 13th and 27th of July, the 3rd and 7th of August, and the 14th and 28th of September 2025, for 1 day each.

LESSOR:

Maxwells Market Rep

By 

LESSEE:

Dawn Thompson Cloud Wine LLC
dba Lucky Wife Wine Slushies

By 



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
LADY FERGUSON, LLC	Moms Maxwell	(515) 205-8796		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
123 Main Street		Maxwell	Story	50161
MAILING ADDRESS	CITY	STATE	ZIP	
812 Southeast Waterview Circle	Waukee	Iowa	50263	

Contact Person

NAME	PHONE	EMAIL
Kay Munneke	(515) 205-8796	momsmaxwell@gmail.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
LC0051646	Class C Retail Alcohol License	12 Month	Active

TENTATIVE EFFECTIVE DATE	TENTATIVE EXPIRATION DATE	LAST DAY OF BUSINESS
Aug 30, 2024	Aug 29, 2025	

SUB-PERMITS

Class C Retail Alcohol License

PRIVILEGES

Outdoor Service



State of Iowa

Alcoholic Beverages Division

Status of Business

BUSINESS TYPE

Limited Liability Company

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Kay Munneke	Maxwell	Iowa	50161	Owner	100.00	Yes

Insurance Company Information

INSURANCE COMPANY

Founders Insurance Company

POLICY EFFECTIVE DATE

Aug 30, 2024

POLICY EXPIRATION DATE

Aug 30, 2025

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE
DATE

OUTDOOR SERVICE EXPIRATION
DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE
DATE

TEMP TRANSFER EXPIRATION
DATE



1524 S Bell Ave. Ames, IA 50010 * (641) 236-3117 * Fax (641) 236-5363

***DUE IN OFFICE BEFORE: July 7, 2025 ***

City Of Maxwell
PO Box 215
Maxwell, IA 50161

Acct ID Number: 1246973
Sales Number: 0016
Salesman Name: JORDON HINEY
Salesman Phone: 641-990-1661

2025-2026 LP GAS CONTRACT –Bulk

CONTRACT DATES: September 1, 2025 thru March 31, 2026

CONTRACTED GALLONS: 2450

CHOOSE YOUR CONTRACT OPTION

☐ **PREPAY**

Price Per Gallon: \$ 1.549

TOTAL DUE: \$3,884.45

Total due includes home heat tax, LPer (.006) and hazmat (0.015) fees.

☐ **FIFTEEN CENT DOWN**

Price Per Gallon: \$ 1.599

TOTAL DUE: \$367.50

☐ **NO MONEY DOWN**

Price Per Gallon: \$ 1.699

☐ **BUDGET** (Requires separate agreement)

SELECT YOUR PAYMENT METHOD

Payment Options (check all that apply):

- ☐ Use credit on account
☐ myFS Solution Center



- ☐ Check # _____
☐ Online banking
☐ Cash

Total Enclosed: \$ _____

Payment must accompany contract.

This contract made between the customer, whose name appears above, and New Century FS, is binding between both parties and may not be voided, altered, or transferred at any time. Please see reverse side for all contract details. I have read and accept all the terms and conditions provided to me by New Century FS, including the standard Terms and Conditions as outlined on the back of this contract.

JORDON HINEY

6/12/2025

Customer Signature

Date

New Century FS Representative

Date

Customer Phone Number

Customer Email (please print)

CREDIT

I further understand that my account balance must be current prior to delivery of any products and services. (Prior credit approval is required of new customers with New Century FS.)

AGREEMENT

The customer agrees to purchase and take delivery of the contracted product within the specified time period. New Century FS reserves the right to deliver this product at any time throughout the specified time period. Gallons in excess of contract will be delivered at the current market price at the time of delivery with payment due per established credit terms. **In the event of pipeline allocation, New Century FS cannot guarantee delivery.

CONTRACT ADMINISTRATION FEE

In the event the customer cannot take delivery of the contracted amount by the end of the specified time period, the following forfeitures will occur:

Prepaid Contract:	Customer will receive a refund of unused prepaid money.
Fifteen Cents Down Contract:	Customer forfeits the remaining amount of the \$0.15 down payment.

These contract administrative fees reimburse New Century FS for its costs in processing the contract but are not penalty payments authorizing the customer to avoid fulfillment of their contract. The failure of a customer to take delivery of a contracted amount by the end of the specified time period will authorize New Century FS to pursue any and all rights for the collection for the specific performance by the customer of its contractual responsibilities under this agreement. The contract administration fee addressed in this paragraph is in addition to, and not a substitution for, New Century FS's right to compel specific performance of a customer's responsibilities under this agreement.

TRANSPORTATION SURCHARGE

In the event of product supply shortages, an additional transportation charge may be billed to the customer.

COST OF COLLECTION

In the event the customer fails to make any payment required hereunder, including but not limited to the payment of any Administration Fee, the customer shall be liable and shall reimburse New Century FS for any and all costs and expenses related to New Century FS's efforts to collect payment, including but not limited to New Century FS's legal fees and expenses if otherwise allowed by law (legal fees are not recoverable in consumer credit transactions).

FORCE MAJEURE

Except for the payment of any money due hereunder, neither party shall be liable for delays or defaults in performance hereunder due to causes beyond control and without fault or negligence, including but not restricted to acts of God or the public enemy, acts or requests of any governmental officer or agent purporting to act under color of authority, floods, fires, explosions or similar catastrophes, epidemics, quarantine restriction, strikes, freight embargoes and failure, exhaustion, unavailability, or delays in delivery of the product delivered hereunder, provided however, that such non-performing party will use best efforts to remedy the cause relied upon in the shortest possible time with the exception of strikes, which shall not be remedied with dispatch if such action would not be in the best interest of the party having such difficulty.

SUCCESSORS AND ASSIGNS

The right of the Customer shall not be assignable. This Agreement shall be binding upon the personal representatives and successors, New Century FS shall have the right to assign at any time. This contract is non-transferable between buyers.

WAIVER

No failure or delay in executing any of New Century FS's rights hereunder shall prevent execution at a later date and neither shall a waiver by New Century FS of any breach by the Customer be deemed a waiver of subsequent breach.

TARIFFS, TAXES, AND IMPORT DUTIES

If, after the execution of this contract, any new tariff, tax, or import duty is imposed by a governmental authority, or any existing tariff, tax, or import duty is increased, the parties agree that the price of the contracted product shall be adjusted to reflect the resulting increase in costs. New Century FS shall have the right to pass through the full amount of such increased costs to the customer.



1524 S. Bell Ave * Ames, Iowa 50010 * (641) 236-3117 * Fax (641) 236-5363

June 12, 2025

Dear Patron:

Enclosed is your 2025-2026 LP Contract.

Payment & Contract Information

- **All contracts must be submitted to New Century FS by July 7th.**
- **SIGN & RETURN A COPY; one copy is for your records**
- If you pay online, you still need to send in the signed contract – mail in the enclosed envelope or email to contactus@newcenturyfs.com with CONTRACT in the subject line
- Please allow 10 business days for processing of your contract and payment
- **Including payment for other items with the contract may further delay processing**
- Contracts without payment will not be accepted (except No Money Down)
- Contracts with unauthorized changes will not be accepted
- Contracts are not executed until both the signed contract & payment have been received

General Information

- **Summer fill is NOT included in the contract – due September 25**
- **Tank Rent is NOT included in the contract – due October 25**
- Contract is for the heating season only and expires March 31, 2026
- You have 4 contracting options: Prepay, 15 cents down, No Money Down, or Budget Billing
- Prepay: left over money is returned to your open account after March 31
- **15 Cents: left over money is forfeited at the conclusion of the contract period**
- Budget Billing: requires a separate agreement
- Prepay contracts include sales tax and Hazmat & LPER fees
- Contracted accounts will be on scheduled delivery
- Any gallons delivered in excess of the contract are billed at the current market price
- Gallons listed are based off your recent average usage
- Past due accounts will forfeit their contract

Please call your salesman or the number above with any questions or concerns.

We appreciate your business,

The New Century FS Propane Team



Carrie Heaps <deputycityclerk@maxwell.iowa.gov>

P & Z meeting on July 8, 2025

jhp1955@windstream.net <jhp1955@windstream.net>
To: Carrie Heaps <deputycityclerk@maxwell.iowa.gov>

Tue, Jul 8, 2025 at 9:48 AM

I got married in January. My wife is from Waverly Ne. Due to spending time in both Waverly and Maxwell I will need to resign from my position. I enjoyed the time I was on the board. Wish everyone well!

Joe Palensky

From: Carrie <deputycityclerk@maxwell.iowa.gov>
To: t <t_schrock@hotmail.com>; jhp1955 <jhp1955@windstream.net>; shelly <four4sports@gmail.com>; pat <pat@meadecomputing.com>; Sue <sue.philpott@maxwell.iowa.gov>; Joel <joel.westendorf@maxwell.iowa.gov>
Date: Sunday, 6 July 2025 1:04 PM CDT
Subject: P & Z meeting on July 8, 2025

[Quoted text hidden]

Rex Shoemaker
200 Webb Ct.
Maxwell IA, 50161
515-971-2771

To Whom It May Concern,

I wanted to express my interest to be on the Planning & Zoning Commission. I have been a Maxwell resident since August 2019.

I am an 8 year veteran of the U.S. Army, have worked in all forms of construction and design as well as restoration. I currently am a Police Officer for the City of Ankeny.

Thank you for considering my interest in this matter. I am excited, if selected to have this opportunity to contribute to the Maxwell Planning & Zoning Commission. I am looking forward to the opportunity to make a positive impact for this town and community.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'Rex Shoemaker', with a stylized, cursive-like script.

Rex Shoemaker

Fwd: Maxwell Library Building Repairs

From Maxwell Library <maxwellpubliclibrary22@gmail.com>

Date Thu 6/26/2025 4:50 PM

To Wendy Crabtree <cityclerk@maxwell.iowa.gov>

 1 attachment (145 KB)

2025-CV-JTometich TEForensics.pdf;

----- Forwarded message -----

From: **Jim Tometich** <jet@tometichengineering.com>

Date: Tue, Jun 10, 2025 at 8:18 AM

Subject: Re: Maxwell Library Building Repairs

To: maxwellpubliclibrary22@gmail.com <maxwellpubliclibrary22@gmail.com>, Chris Heemstra <chrisheemstra@buildwithintegrity.com>, Dane Salow <danesalow@buildwithintegrity.com>

Anna -

I can do a report to determine the cause and the solution for the water infiltration issue.

The fee for the report would be \$2460, it would include the site inspection, photographs and a written report.

Depending on how bad the problem is, the report may be enough to take care of it.

If drawings and additional research is needed, it can be quoted at the time of the inspection.

Would you like me to set up a date for the inspection?

Thanks - Jim T. cell 515-291-1221

From: Chris Heemstra <chrisheemstra@buildwithintegrity.com>

Sent: Friday, May 23, 2025 9:22 AM

To: Dane Salow <danesalow@buildwithintegrity.com>; maxwellpubliclibrary22@gmail.com <maxwellpubliclibrary22@gmail.com>

Cc: Jim Tometich <jet@tometichengineering.com>

Subject: RE: Maxwell Library Building Repairs

Anna,

As a follow-up to our conversation yesterday, please see the attached contact information for Jim Tometich. I believe he would be a great resource for you and the city to determine what is causing the problem of water infiltration with your building.

I believe the water infiltration is caused by a lack of drainage for the brick masonry. We also observed that some of the masonry is deteriorating which also suggests that water is trapped behind.

Jim can connect with you to provide a quote to do a forensic inspection and offer solutions to repair the situation. We would then be able to provide a price to do the work based on these solutions.

Jim Tometich

Tometich Engineering

(515) 280-8022 Work

(515) 291-1221 Mobile

jet@tometichengineering.com

10501 Buena Vista Court

Urbandale, Iowa 50322

To whom it may concern:

Story Construction is currently investigating the issue of why the wall leaks above the northwest window in the library building. We have had a mason on site and have determined the wall where previously tuckpointed has joints that have opened and are allowing water to enter during times of hard or driving rains. It appears the mortar joints are opening due to the deterioration of the steel lintel above the window. This lintel appears to be sagging and therefore allowing the mortar joints to open. Story Construction will be providing a proposal for the repairs to the building. Our proposal will be for removing the existing brick above the window, replacing the steel lintel, and then replacing the brick. We are also recommending replacing the roof cap flashing, so it extends further down on the face of the building to eliminate ice and water from standing on the rowlock course of brick. We will finalize the proposal and forward as soon as we have our pricing completed.

Thank You.



STORY
CONSTRUCTION

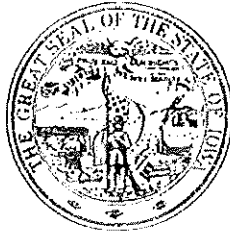
100%
Employee
Owned.

Randy D. Cummings | Project Manager

Story Construction – Small Projects Group

515.817.2683 office | 515.291.0308 cell | rcummings@storycon.com

[2810 Wakefield Circle | Ames, IA 50010](#) | www.storycon.com



STATE OF IOWA
KIM REYNOLDS
GOVERNOR

June 3, 2025

The Honorable Paul Pate
Secretary of State of Iowa
State Capitol
Des Moines, Iowa 50319

Dear Mr. Secretary,

I hereby transmit:

House File 1002, an Act authorizing length of service award programs for volunteer fire fighters, volunteer emergency medical care providers, and reserve peace officers, and making appropriations.

The above House File is hereby approved on this date.

Sincerely,


Kim Reynolds
Governor of Iowa



House File 1002

AN ACT

AUTHORIZING LENGTH OF SERVICE AWARD PROGRAMS FOR VOLUNTEER FIRE FIGHTERS, VOLUNTEER EMERGENCY MEDICAL CARE PROVIDERS, AND RESERVE PEACE OFFICERS, AND MAKING APPROPRIATIONS.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF IOWA:

Section 1. NEW SECTION. 100B.51 Length of service award programs — authorization.

The governing body of a municipality, as defined in section 100B.21, is authorized to establish a length of service award program for volunteer fire fighters as defined in section 85.61, emergency medical care providers as defined in section 147A.1 who are volunteers, and reserve peace officers as defined in section 80D.1A. The program shall provide length of service awards, as described in section 457(e)(11) of the Internal Revenue Code, to volunteer fire fighters, volunteer emergency medical care providers, and reserve peace officers serving a municipality that elects to establish a program. The program shall be designed to treat awards from the program as a tax-deferred benefit under the Internal Revenue Code. The governing body of the municipality shall, in consultation with the chief or other person in command of the fire department and police department serving the municipality, as applicable, adopt guidelines providing for eligibility requirements for participation by volunteer fire fighters, volunteer emergency medical care providers, and reserve peace officers, minimum vesting requirements, distribution requirements, and such other

guidelines as deemed necessary to operate the program. For purposes of this section, "volunteer" means the individual was compensated by the municipality for the individual's services for less than five thousand dollars per year in the immediately preceding calendar year and in the current calendar year.

Sec. 2. NEW SECTION. 100B.52 Length of service award program grant fund — appropriation.

1. A length of service award program grant fund is created in the state treasury under the control of the economic development authority. The fund shall consist of all moneys appropriated to the fund.

2. Moneys in the length of service award program grant fund are appropriated to the economic development authority for the purpose of providing grants to municipalities that have established a length of service award program as described in section 100B.51 to provide contributions to the program on behalf of participants in the program. The economic development authority shall adopt rules pursuant to chapter 17A establishing a grant application process. The rules must require a municipality to electronically file the grant application with the economic development authority. The process shall provide for an application period beginning August 1 and ending September 30 of each year for a municipality that has established a length of service award program for volunteer fire fighters, volunteer emergency medical care providers, or reserve peace officers of a department with an annual budget under one hundred thousand dollars. For such municipalities, the process shall provide for a match of three dollars for each dollar contributed by the municipality, in an amount not to exceed five hundred dollars per person in the program receiving the grant. For all other municipalities, the process shall provide for an application period beginning September 1 and ending September 30 of each year, and for up to a dollar-for-dollar funding match in an amount not to exceed five hundred dollars per person in the program receiving the grant. If the amount in the fund is insufficient to pay all the eligible grants in a fiscal year, the director of the economic development authority shall prorate the moneys awarded to each municipality. The grant

process shall allow a municipality to use moneys received to fund the program from gifts, devises, bequests, or any other source for purposes of providing the funding match required by this subsection.

3. Notwithstanding section 12C.7, subsection 2, interest or earnings on moneys deposited in the fund shall be credited to the fund. Notwithstanding section 8.33, moneys credited to the fund shall not revert at the close of a fiscal year.

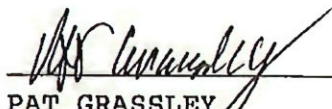
Sec. 3. APPROPRIATION.

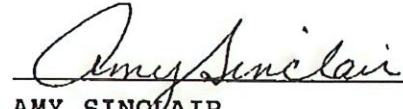
1. There is appropriated from the sports wagering receipts fund created in section 8.57I to the economic development authority for the fiscal year beginning July 1, 2025, and ending June 30, 2026, the following amount, or so much thereof as is necessary, to be used for the purposes designated:

For deposit in the length of service award program grant fund created in section 100B.52, as enacted by this Act:

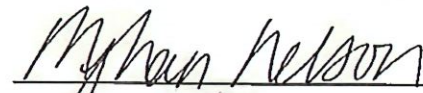

..... \$ 1,500,000

2. Moneys received from the sports wagering receipts fund pursuant to this section are not subject to the reporting requirements provided in section 8.57I, subsections 4 and 5.


PAT GRASSLEY
Speaker of the House


AMY SINCLAIR
President of the Senate

I hereby certify that this bill originated in the House and is known as House File 1002, Ninety-first General Assembly.


MEGHAN NELSON
Chief Clerk of the House

KIM REYNOLDS
Governor

Approved June 3rd, 2025



IFA LENGTH OF SERVICE AWARD PROGRAM (LOSAP) Registration for Participation

You must register your city/township/benefited fire district (fiscal agent) and fire department in order to participate in the LOSAP program.

DATE: _____

FISCAL AGENT: _____

Ex: "Municipality" means a city, county, township, benefited fire district, or agency authorized by law to provide emergency response services. This will be the fiscal agent.

CONTACT NAME: _____

CONTACT PHONE #: _____

FIRE DEPARTMENT: _____

CURRENT FIRE CHIEF: _____

FIRE CHIEF PHONE #: _____

Is this fire department a member of IFA? _____ YES _____ NO

How many firefighters are members of your department? _____

What is your Fire Department's annual budget? \$ _____

DO NOT INCLUDE ANY SPECIAL EQUIPMENT, JUST OPERATING EXPENSES

The Fire Chief or designee must establish a points system for criteria before
July 1st, 2025

PLEASE SEND THIS FORM TO: Kbrix@iafireassn.org

NOTES

- * This program runs on a fiscal year. July 1st-June 30th.
- *By July 15th the Fire Chief needs to make a list (exhibit A) of eligible firefighters for that fiscal year.
- * This list (exhibit A) of names is given to the fiscal agent.
- *The fiscal agent will designate a dollar amount for each eligible member up to \$500 per member
- *This list (exhibit A) and total amount must be sent to the Iowa Department of Economic Development (IDED) contact (TBD).
 - *per legislation, fire departments with an annual budget of \$100,000 or less can submit their lists to IDED before Aug 1st. Checks from IDED will be sent to fiscal agents by Sept 1st.
 - * per legislation, fire departments with an annual budget of \$100,001 or more can submit their lists to IDEA before Sept 1st. Checks from IDED will be sent to fiscal agents by Oct 1st
- *The IDED contact will issue a payment to the fiscal agent.
- *The fiscal agent will add the state's contribution amount into each firefighters account.
- *The fiscal agent shall notify each member the balance in their accounts as of Dec 31st each year.
- *These LOSAP accounts are tax-deferred retirement accounts, meaning the money grows tax-free until it is withdrawn at retirement

WHAT IS LOSAP?

LOSAP stands for Length of Service Award Program. It's a program designed to reward and recognize the dedicated service of volunteer firefighters, emergency medical services (EMS) and Reserve Police Officer personnel.

In simple terms, when people volunteer as firefighters or EMS workers to help keep their community safe, they may be eligible to participate in LOSAP. The program is like a special benefit or incentive for their hard work and commitment.

Here's how it generally works: As volunteers serve their community, they earn points or credits for their time and service. These points accumulate over time based on the number of hours they spend on duty or participating in training activities.

Once a certain threshold or requirement is reached (like completing a certain number of hours), volunteers become eligible to receive a reward or benefit. This benefit can vary depending on the specific LOSAP program, but it often includes things like a cash payment, retirement savings account contributions, or other types of incentives.

The idea behind LOSAP is to encourage volunteers to stay involved and dedicated to their firefighting or EMS roles over the long term. It recognizes their commitment and provides a way to say "thank you" for their valuable service to the community.

It's important to note that LOSAP programs can differ between different regions or organizations, so the exact details may vary. However, the general purpose is to motivate and reward volunteers for their selfless service and dedication to keep their communities and citizens safe.

EXAMPLES OF POINTS SYSTEMS-THESE ARE DETERMINED BY YOUR LOCAL FIRE CHIEF OR DEPARTMENT DESIGNEE

The following types of service may be used to qualify a volunteer for LOSAP benefits:

One point is credited for each call to which a volunteer responds. (maximum: 40 points per year)

One point is credited for each company or countywide drill attended in its entirety. (maximum: 25 points per year)

One point is credited for each official company or county meeting attended which concerns the volunteer fire and/or EMS system. (maximum: 25 points per year)

One point is credited for each hour of attendance in a recognized training course. (maximum: 25 points per year)

25 points shall be credited for completion of a one-year term as an appointed or elected officer of any volunteer fire, dive rescue and/or EMS department. (maximum: one office per year)

One point is credited for each hour of acceptable collateral duties. Examples of such duties include, but are not limited to, apparatus and building maintenance, administrative duties, official standby and fire prevention activities. (maximum: 25 points per year)

Common Point Categories and Activities:

Responding to Calls:

Volunteers typically earn points for each call they respond to, often with a maximum number of points allowed per year.

Drills and Training:

Attendance at drills and training sessions, including both in-station and outside training, can earn points.

Meetings and Meetings Attendance:

Attending official meetings of the fire department or other relevant organizations can also generate points.

Leadership and Elected/Appointed Positions:

Serving in leadership roles within the fire department or company can earn points, often with a maximum number of points per year.

Collateral Duties:

Performing various duties that support the fire department, such as apparatus maintenance or administrative tasks, can be eligible for points.

Military Service:

Some LOSAPs provide additional points for military service, especially for members who served before a certain date.

Important Considerations:**Minimum Point Requirements:**

Volunteers often need to earn a minimum number of points each year to be considered an "active volunteer" and receive LOSAP benefits.

Maximum Point Limits:

Many point categories have maximum point limits, preventing volunteers from earning an unlimited number of points for a single activity.

Record Keeping:

Fire departments and volunteer organizations are responsible for accurately tracking and recording LOSAP points for each volunteer.

E

RBC Wealth Management
518-432-5083

Bruce D. Linger, CFP, CRPC, CCFS
Lincoln Financial Advisors

61 South Paramus Road, Suite 425

Paramus, NJ 07652

Phone: 201-556-4564

Cell: 908-510-6069

Fax: 201-556-4511

Email: Bruce.Linger@LFG.com

Under a defined contribution plan, an amount not to exceed \$3000 for each active volunteer is contributed each year to a program trust fund. When a volunteer reaches the entitlement age, he or she has a lump sum equal to the amounts that were contributed to his or her account each year plus investment earnings. Payouts are typically lump sum, but other payout options can be built into the plan such as monthly payments.

Memorandum

To: Mayor Higgins, City of Maxwell **Date:** July 8, 2025

CC: Brent Culp, Snyder & Associates
Clint Sloss, JAMC
Wendy Crabtree, Maxwell

From: Wes Farrand, P.E.

RE: Rock Creek Ridge Preliminary Plat Resubmittal, Final Plat Submittal Review

A revised Preliminary Plat submittal and Stormwater Management Plan was submitted to the City on May 30, 2025 in response to comments provided by our office. Subsequently a Final Plat and associated Construction Drawings were submitted to the City on June 11, 2025. We have completed our engineering review of the submittals at the City's request and provided our comments for the City's consideration below.

Preliminary Plat (resubmittal)

All of the initial comments were addressed to our satisfaction. As part of our review two related items were noted and provided below for your information and reference

1. The revised submittal included information on the proposed "knuckle" showing that the space provides adequate area to function as an interim turnaround at the boundary of the Phase 1 stage. The vehicle used to show this was a standard "garbage truck". The ability of this truck to turn around indicates that most if not all standard passenger vehicles would also be able to turn around. However, it is not apparent if the City's (or mutual aid City's) emergency vehicles would be able to turn around. We would recommend comparing the "garbage truck" data with the City's a target fire engine to determine if there would be any issues in that case. This comment should not affect the acceptance of the Preliminary Plat and any modifications should be able to be addressed during the Construction Drawing review stage.
2. As noted in the initial review, the proposed sidewalk is extended to the south line of the water tower lot at the south street connection to Rock Creek Drive. There is currently no sidewalk here or along the frontage of the Maxwell Senior Housing property for this sidewalk to connect to. The City may want to consider a possible connecting sidewalk to the nearest existing sidewalk and ultimately the crosswalk at Metcalf St. and Highway 210. This comment should not affect the acceptance of the Preliminary Plat but is provided for use by the City in considering related City lead projects in the area.

Stormwater Management Plan (resubmittal)

All of the initial comments were satisfactorily addressed. However, we did have one follow up concern regarding the information provided pursuant to the requested analysis comparison of pre-development and post-development runoff rates at the three discharge points (northwest corner and north and south street connections to Rock Creek Drive.

1. The overall net runoff rate to the north has a moderate (16%) increase in runoff rate in the 5 year storm event, although the 10 year and 100 year events are a negligible increase and a 9% decrease respectively. The drainage to the north, however, is split into two parts with a concentrated discharge coming from the west swale and a dispersed surface runoff area along the north boundary. When evaluating the parts separately, the analysis shows a significant increase in stormwater runoff rate where the west drainage swale discharges to the property to the north. This is primarily due to the interception of runoff along the roadway being directed westerly to the storm sewer that drains to that swale instead of sheet flowing north. This results in the offsite runoff rate to the north being significantly reduced and the flow rate to the northwest significantly increased in the proposed condition.

It is our understanding that the City does not have a specific stormwater detention ordinance that would require on site detention to reduce peak flows leaving the site to a certain level. However, in reviewing the design with reference to the Statewide Urban Design and Specifications (SUDAS), that guidance document includes a recommendation that "Design considerations should be given to prevent damages to... downstream property". A significant increase of stormwater runoff rates to adjoining properties could lead to increased erosion concerns on the downstream property if not properly addressed. In this case the downstream property appears to have a broad swale conveyance for stormwater runoff and is generally well vegetated and not cultivated or improved.

It is our recommendation that the design include some mitigation component(s) to control the peak runoff rate and reduce it or control it as much as possible. I spoke briefly with the design engineer and we discussed alternatives such as a second discharging pipe to the north (in Phase 2) rather than diverting all of the roadway flow to the northwest, broadening the swale to reduce velocities, or including a minor detention area for small storm events at the northwest corner. Each has its pros and cons therefore our recommendation is that the design engineer evaluate and propose which solution or combination of efforts is most effective.

It should be noted that the Stormwater Management Plan was submitted and reviewed along with the Preliminary Plat. However, per the City's ordinances the design for stormwater management is also a required submittal with the Final Plat process. It is our recommendation that the above concerns be addressed as part of the Final Plat & Construction Drawings review.

Final Plat

1. Water main easement on Lot 9 – recommend revising per water main alignment change comment 4.d under “Construction Drawings” comments below.
2. Per Note 4, the home builder is responsible for construction of the sidewalk.
 - a. How will gaps in the sidewalk be addressed for any lots that remain unbuilt after surrounding lots are built out?
 - b. Who will be responsible for constructing the sidewalk adjacent to the City water tower property?

Construction Drawings

1. Sanitary Sewer – Developer is responsible for obtaining DNR Wastewater Construction Permit. Provide a copy to the City when obtained.
2. Storm Sewer
 - a. Refer to comments and recommendations noted under the Stormwater Management Plan review above. Modify and update construction plans to reflect proposed flow mitigation efforts.
 - b. Sheet C602 – Recommend pulling storm outlet for pipe STP-3A back from swale to increase cover over top of pipe and facilitate adding plunge pool per erosion control comment below.
 - c. Clarify that all pipe apron outlets include footings with note on Detail 2, Sheet C700.
 - d. Recommend constructing a concrete ring or gravel pad around the area intakes located in grassed area to improve maintenance ability.
3. Grading and Erosion Control
 - a. Developer is responsible for obtaining DNR NPDES General Permit No. 2. Provide a copy of the DNR authorization and the SWPPP to the City when obtained.
 - b. Has a geotechnical investigation or soil borings been completed for the site? Provide a copy to the City if available.
 - c. Recommend adding rock ditch check(s) to west drainage swale, particularly at north property line.
 - d. Recommend constructing storm outlet rock protections as plunge pools to control erosion and scour.
 - e. Will the grading balance on site or will haul of material to or from the site be required?

4. Water Main

- a. Developer is responsible for obtaining DNR Water Supply Construction Permit. Provide a copy to the City when obtained.
 - b. Sheet C500 – Confirm water main near Station 13+60 is a minimum of 18" above the sanitary sewer.
 - c. Sheets C500 and C501 – Water main profile is shown as 5.5' minimum depth from proposed centerline grade, however, water main location is shown on the typical cross section on Sheet C700 as below the roadway ditch. Revise water main plans to show grade of bottom of ditch and minimum 5.5' cover based on proposed grade over main. Confirm adequate separation from sewers per DNR requirements.
 - d. Sheet C502 – Recommend shifting 45° angle of main on Lot 9 west to minimize water main easement encumbrance on the lot.
 - e. Sheet C400, Hydrant Coverage – Show 300' hydrant coverage radius from hydrant on water tower lot. Maximum spacing of hydrants on Woodlawn Street is around 480 feet from the water tower hydrant to the hydrant at Woodlawn and North Street. Per SUDAS Design Manual, Section 4C-1.E the maximum hydrant spacing in residential districts is 450 feet. However, the proposed hydrant placement is recommended as acceptable based on the lack of homes on the water tower lot and that all lots are covered by the 300' coverage radii.
5. Street Paving – Provide additional details on sealcoat surface and granular shoulder construction, including, but not limited to the following:
- a. Pavement cross slope.
 - b. Base material aggregate type and thickness.
 - c. Shoulder material aggregate type.
 - d. Cover aggregate size.
6. Traffic Control – Confirm if traffic control signs are to be installed by the City or as part of the construction. Recommended permanent traffic signs required include:
- a. "Stop" sign at Rock Creek Drive.
 - b. "No Parking" signs on one side of Woodlawn (City to determine with side).
 - c. "Dead End" sign at Rock Creek Drive.
 - d. Road closure post signs at North Street end of pavement.

Water Main Easement Vacation Plat

1. No comments.

Construction Inspection

City ordinance Chapter 170.17, 9 stipulates that inspection of public improvements is required with the subdivider bearing the actual cost of the inspection. Snyder & Associates is available to provide construction observation services for this development at the City's direction and request. Please advise if the City would like a scope and fee proposal prepared for this work.

July Fire Report

From Anthony Ness <tnyness@gmail.com>

Date Tue 7/8/2025 3:52 PM

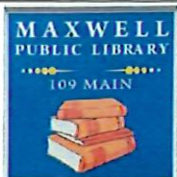
To Maxwell City Clerk, (Wendy Crabtree) <cityclerk@maxwell.iowa.gov>

of calls 2 with 15 people

injuries or accidents - none

special events - library summer reading program at the station and doing water fights July 11th

anything the city needs to do - no



Library Board Report

July 2025 (reporting for prior month)

ATTENDANCE OF LAST MEETING OF BOARD OF TRUSTEES:

Anna Baldwin	Director
Shawna Shivers	President
Amanda Sharp	Vice President
Jill Leonard	Secretary
Michele Hand	

BOOKS:

Total- 186

MOVIES:

Total- 45

ATTENDANCE:

Total - 284
Children- 96 Adults- 172
Bee program- 16

BRIDGES:

Total Out- 143
On hold- 111

Computers-Adult- 13
Child - 44

**** new for library annual survey purpose**

Printables - 110 Hot Spots-5

Open hours- 86/86

CURRENT EVENTS

- Seeking repairs for building with City
- SRP (Summer Reading Program) July 7th 10am - Absolute Science
- SRP July 8th 10am - Sam Rezz Circus Show
- SRP July 9th 10am - Science Heros
- SRP July 11th 10am – Fire Station Fun
- Exotic animal visit July 23rd 4pm

UP COMING EVENTS

- Weeding books
- Continued policy reviews
- Discussions of what library will look like with new school schedule

July Public Works

From Anthony Ness <tnyness@gmail.com>

Date Tue 7/8/2025 3:58 PM

To Maxwell City Clerk, (Wendy Crabtree) <cityclerk@maxwell.iowa.gov>

Streets

-nothing new

Water

-pumped 1,783,519 gallons

-sold 1,332,161 gallons

-getting bid to replace door at water plant from Story Construction

Sewer

-pumped 4,900,000 gallons

Parks

-merry go round in main park have been fixed

-working with Kathie Smith on getting pea rock in Laffey park

Other

-Jesse Hill has started on old county shed

7.9.25 Clerk's Report

- Wildish Tree Care removed dead tree at 313 Baldwin. Hazardous branch at Maxwell Street & 5th Street was already gone by the time he did a bid 6/16/25
- Updated demolition form per Jans and put on website
- Forwarded grant opportunities to council and Parks & Open Spaces Board
- Posted to Facebook City staff will continue to collect yard waste every Monday, but residents must now call or email City Hall in advance to request pickup.
- 28E Agreement with Story County still hasn't been signed. I am researching the Iowa Offset program as an alternative to collect unpaid fees to present next month.
- Board openings on the Library Board, Parks & Open Spaces, Board of Adjustments & 2 open seats on Planning & Zoning.
- Election paperwork available at City Hall for upcoming vacancies
- Carrie & I closed out GWorks FY25 7/8/25