

AGENDA
FOR SPECIAL MEETING OF THE MAXWELL CITY COUNCIL
WEDNESDAY, OCTOBER 15, 2025 AT 6:00 PM
COUNCIL CITY CHAMBERS, CITY HALL – 107 MAIN STREET

The city of Maxwell invites residents to attend the city council meeting 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.

1. Call to Order
2. Roll Call
3. Approval of the Agenda for October 15, 2025 meeting
4. CONSENT AGENDA FOR THIS MEETING
Approval of the Minutes for October 8, 2025 Council Meeting.
Approval of the Claims presented from October 8, 2025 – October 12, 2025
5. Public hearing on the proposed expansion of the Maxwell Urban Renewal Area
6. Open Forum: Comments from the public with a 5-minute time limit for items not on the agenda.
7. Discussion and possible approval of Resolution 2025-45 a Resolution to Declare Necessity and Establish an Urban Renewal Area, Pursuant to Section 403.4 of the Code of Iowa and Approve Urban Renewal Plan Amendment for the Maxwell Urban Renewal Area
8. Discussion and possible approval of Ordinance 345 an amendment to the code of ordinances of the city of Maxwell, Iowa requiring dog licenses.
9. Discussion and possible approval of Ordinance 346 an ordinance amending the code of ordinances of the city of Maxwell, Iowa, by amending provisions pertaining to council and mayor compensation.
10. Discussion and possible action on Planning & Zoning's recommendation for an updated zoning map.
11. Discussion and possible action regarding proposed changes to Ames Resource Recovery operations and evaluation of service options with Pratt Sanitation.
12. Mayor and Council Reports/Comments
13. Adjourn

**Minutes of the Maxwell City Council
Regular Session
Wednesday October 8, 2025**

These minutes are as recorded by the city clerk and are subject to city council approval at the next regular council meeting.

Maxwell City Council held a meeting on the above date pursuant to the rules of the council, notice posted at city hall, city website, post office, Maxwell State Bank, and Facebook. Mayor Higgins called the meeting to order at 6:15 pm. Roll Call was answered by Gast, Philpott, Miller, Westendorf and Jans. City staff present city clerk Wendy Crabtree and Snyder engineer Wes Farrand. Also present Story County Deputy Paige Barnett and Brenda Dryer senior vice president of Ames Regional Economic Alliance. A total of 34 members of the public attended: 23 in person and 11 by phone.

Gast moved and Westendorf seconded that agenda items 14 and 19 to be moved to after 5 and asked that the three items under consent agenda be voted on separately. RCV: Ayes: Gast, Philpott, Westendorf, Miller, Jans. Nays: None. Motion carried. A motion was made by Gast and seconded by Westendorf to make corrections to the minutes from September 10 meeting. RCV: Ayes: Philpott, Westendorf, Miller, Jans. Nays: None. Abstain: Gast. Motion carried. Gast moved and Miller seconded approval of claims presented from September 11 to October 8. RCV: Ayes: Gast, Philpott, Westendorf, Miller, Jans. Nays: None. Motion carried. Gast moved approval of the September Treasurer's Report. RCV: Ayes: Gast, Philpott, Westendorf, Miller, Jans. Nays: None. Motion carried.

Open forum: none.

Council discussed the progression of speed limit signs on Highway S27 within city limits. Current signage reduces speeds entering town from 45 mph to 35 mph to 25 mph and increases speeds exiting town from 35 mph to 55 mph. Council decided to retain the existing signage. No action was taken.

Sheriff's Report: Deputy Barnett asked the council if they had any issues and Mayor Higgins mentioned recent vandalism at the Legion Park, Dollar General and the fire station ice chest. Deputy Barnett stated that deputies have been conducting nighttime patrols in town.

Council discussed the potential addition of the North Street connection road project to the November council agenda for consideration and vote. Mayor Higgins explained that, per advisement of the city attorney, unanimous council approval is required to place the item on the agenda for possible action. Mayor Higgins stated that the council had already approved the final plat, and in order to ensure the process remains appropriate and procedurally sound, he required a unanimous vote to place the item on a future agenda for possible action. Higgins noted that any further changes to the plats would halt the TIF process, and the city has already incurred attorney fees for this project and has \$11,000

outstanding bill for attorney fees from the prior project. Discussion included reference to the 2009 Comprehensive Plan for Maxwell. Shaun Yoder, dirt mover for the project, reported that he met onsite with councilmembers Philpott, Miller, and Jans in separate instances. At no time were more than two council members present, and the meetings were informal and not initiated by the city. Residents voiced concerns about project costs, water and drainage, parking, and traffic impacts. Mayor Higgins cautioned that delays could jeopardize the feasibility of the project with the developer. Mayor advised Yoder if there are opportunities for improvements for water flow are welcome, but all needs to go through the city engineer and city council before anything can proceed. A public hearing was not scheduled due to scheduling conflicts with the council. Gast moved and Westendorf seconded to add the North Street connection road project to the November council agenda for consideration and vote. RCV: Ayes: Philpott, Jans, Miller. Nays: Westendorf, Gast. Motion fails and will not be on the November meeting agenda.

Council discussed current dog ordinances and licensing fees. It was noted that only 12 dogs are currently registered with city hall, and that some residents may be unaware of the registration process and the ordinance requiring dogs to be leashed. A reminder of these policies will be included in the fall newsletter prepared by the clerks. Philpott moved, and Miller seconded, to allocate \$150 toward the purchase of four aluminum dog ordinance signs: one at the end of the trail, two in the city park, and one outside the veterinary office. Rich Wehrman agreed to cover any remaining costs beyond the \$150 allocation. Sign examples were provided to the clerk and will be ordered and posted at the designated locations. RCV: Ayes: Gast, Philpott, Westendorf, Miller, Jans. Nays: None. Motion carried. Council discussed potential updates to licensing fees, which would require a formal resolution. Gast will draft a resolution for consideration at the next council meeting. Wehrman presented a trifold flyer containing dog ordinance and registration information, proposing it be included in the welcome wagon materials and made available at city hall. The clerk will update the fee chart at the bottom of the flyer prior to distribution. Council discussed recent vandalism at Legion Park, including three break-ins within one week that resulted in damage to the facility's door. Gast moved, and Westendorf seconded, to approve Meusburger Construction's bid of \$2,688.78 for installation of a new steel door. RCV: Ayes: Gast, Philpott, Westendorf, Miller, Jans. Nays: None. Motion carried. No sealed bids were received for the drainage channel project. Farrand will contact contractors to gauge interest. The Clerk will reach out to JKT Construction and Marshall's Excavating & Trucking and provide their contact information to Farrand. No action was taken.

Council discussed the possibility of engaging the Mid-Iowa Planning Alliance (MIPA) for a comprehensive plan proposal for Maxwell. Councilmember Miller will contact Susan Bradbury at Iowa State University to request a proposal. A vote on the matter was tabled until the November meeting.

Gast moved, and Westendorf seconded, to approve the removal of a dead and dangerous tree at 116 Metcalf, with permission granted for the residents of 108 Metcalf to retain as

much of the wood as they wish. The Clerk will contact Wildish Tree Care to coordinate tree removal and stump grinding. RCV: Ayes: Gast, Philpott, Westendorf, Miller, Jans. Nays: None. Motion carried.

Gast moved, and Jans seconded, approval of Bryce Hubert to the Planning & Zoning Commission and Derek Carter to the Parks and Open Spaces Board. RCV: Ayes: Gast, Philpott, Westendorf, Miller, Jans. Nays: None. Motion carried.

Council reviewed the Planning & Zoning Commission's recommendation regarding the proposed urban renewal plan amendment. P&Z advised that the current comprehensive plan conflicts with the proposed amendment and recommended including an expiration date in the new urban renewal plan. Gast questioned whether changes to the Urban Renewal Plan Amendment, originally adopted by ordinance, would also require an ordinance. Mayor Higgins asked why an expiration date would be necessary. Gast noted that an expiration date was required in 2009 when the CIP was completed. Gast further questioned whether future updates to the plan's language would require a resolution or ordinance. The Clerk will consult the bond attorney for clarification. Gast moved, and Westendorf seconded, to defer the matter to the November council meeting. RCV: Ayes: Gast, Philpott, Westendorf, Miller, Jans. Nays: None. Motion carried.

Council discussed parking restrictions at the north end and dead end of 7th Street. Gast proposed exploring the installation of a hammerhead turnaround either in addition to or instead of implementing no-parking measures. Discussions about inadequate snow removal, noting that plows are unable to clear both directions due to limited turnaround space. Gast requested Snyder & Associates to develop a design for a hammerhead turnaround. Council also discussed the possibility of adding gravel at the end of the street to accommodate the turnaround. Gast moved to have Snyder research the turnaround design. The clerk will review the city's parking ordinance to determine if 7th Street is currently addressed. Jans moved, and Miller seconded, to table the item until the next council meeting. RCV: Ayes: Gast, Philpott, Westendorf, Miller, Jans. Nays: None. Motion carried.

Brenda Dryer, Senior Vice President of the Ames Regional Economic Alliance, presented a proposal to submit a variance request to the Iowa Economic Development Authority to adjust Maxwell's low-to-moderate income (LMI) percentage used in tax increment financing (TIF) calculations. The current LMI percentage of 50.07% is believed to inaccurately reflect Maxwell's demographics and may hinder development efforts. Dryer noted that while she has not previously submitted a variance request in her 30+ years of experience, she believes Maxwell has a compelling case. Data from the American Community Survey indicates Maxwell's LMI percentage is 20% higher than Ames, while its poverty rate is approximately three-fifths that of Ames. The proposed development includes a projected build-out of five units per year. Dryer recommended the clerk remove the \$200,000 North Street connection from the application. JAMC will verify whether the development includes 15 or 16 lots for the clerk to update, and the map will be updated to

exclude the North Street connection. Council discussed potential uses for set-aside funds. Gast moved, and Miller seconded, to authorize Mayor Higgins to sign the request to adjust LMI relief percentages. RCV: Ayes: Gast, Philpott, Westendorf, Miller, Jans. Nays: None. Motion carried.

Council discussed term appointments for the Planning & Zoning Commission and Board of Adjustment. The open seat will carry a term from 2026 to 2031. Upon expiration, the next appointment date will be 2031. Gast moved, and Philpott seconded, to approve the term appointments as presented. RCV: Ayes: Gast, Philpott, Westendorf, Miller, Jans. Nays: None. Motion carried.

Council discussed upcoming security and IT assessments. A security company will conduct a site survey on October 13 for city hall and the library, including a review of the city's internet and IT systems. Westendorf noted that city hall and the library will be addressed first, with other city buildings to follow. Some upgrades may depend on the current internet infrastructure, and cellular internet was discussed as a potential solution for facilities lacking connectivity. Phase one of the project includes installation of access badges and security cameras at city hall and the library. Gast moved, and Jans seconded, to table the item until quotes are received. RCV: Ayes: Gast, Philpott, Westendorf, Miller, Jans. Nays: None. Motion carried.

Department Head Reports received from fire, EMS, library, public works, city clerk and engineer. Engineer Report: Baldwin Street project – Farrand is seeking authorization and direction from the Iowa DOT to proceed with the audit, regardless of whether Reilly provides signatures on the final change order. Storm Outlet Project: No contractor quotes were received. Snyder & Associates will follow up with contractors to determine the reasons for lack of interest.

Gast completed his review of the first set of codification chapters and the clerk will distribute the comments to the rest of the council. There was a question as to whether Simmering Cory has received all passed ordinances. Due to the codification schedule overlapping with budget season, Gast suggested moving the second set (Chapters 40–57) to the November agenda. Council discussed fire hydrant maintenance. Public Works reported six hydrants are difficult to open and 15 are leaking. Gast and Miller will inform Tionna Pooler (Independent Public Advisors) during an upcoming Zoom call that a hydrant replacement project is planned for FY27. Philpott inquired about council pay and the possibility of an increase. Discussion followed regarding the city's lack of direct control over its Facebook page and website. Westendorf noted a white Ford Escape is parked on the public right-of-way at 405 5th Street. Miller asked whether the derelict shed project is complete and if the city can now cancel the self-storage unit contract. Council also discussed implementing a packet submission deadline. Mayor Higgins proposed a Friday cutoff, with late submissions not accepted for the current meeting. Jans raised concerns about a honeycomb drain and tripping hazard at the school football field and asked whether the city covers curb and gutter costs for sidewalk replacements or if a 50/50 cost

share applies. Mayor Higgins is exploring an employee assistance program through Acentra Health for all city employees, including firefighters and EMS. He also noted upcoming changes at Ames Resource Recovery and advised council to consider whether to seek a new dump site or put the trash contract out for bid. The Clerk will contact Pratt Sanitation for more information. Mayor Higgins received inquiries about livestreaming council meetings. City hall's current equipment is outdated. Mayor will explore options for a wider-view camera. Regarding water outlets near the Army Post, Story County Conservation offered to assist with grubbing, but a floodplain permit will be required. Gast recommended waiting until the ground freezes before proceeding. Philpott moved and Westendorf seconded to adjourn. RCV: Ayes: Gast, Philpott, Westendorf, Miller, Jans. Nays: None. Motion carried. 10:34 pm. The next city council meeting will be a special meeting and public hearing on October 15 at 6:00 in city hall.

CLAIMS PRESENTED		
ACCESS	MONTHLY PRINTER RENT	212.34
CENTRAL IOWA DISTRIBUTING	PARK RESTROOM SUPPLIES	159.83
CONSUMERS ENERGY	RCH ELECTRIC	41
POST OFFICE	ANNUAL POST OFFICE BOX FEE	136
NEW CENTURY FS	FIRE FUEL	222.26
CONTINENTAL RESEARCH	DE-ICER, GLOVES	657.73
STORY COUNTY SHERIFF	Q2 PAYMENT SHERIFF CONTRACT	15,071.16
U.S. BANK	OFFICE SUPPLIES CITY HALL	582.6
CHEM-SULT, INC	SODIUM HYPOCHLORITE	965.9
PRATT SANITATION INC	SEPTEMBER GARBAGE CONTRACT	5,767.15
MICROBAC LABORATORIES	KEYSTONE INC	629
INTERSTATE POWER SYSTEMS	GENERATOR ALARM FIX	717.75
AT&T MOBILITY	FIRSTNET CELL PHONES	273.81
BRICK GENTRY P.C.	8/26/25 - 9/24/25	2,220.00
MENARDS AMES	LIBRARY MATERIALS	65.97
	CLAIMS TOTAL	27,722.50
	GENERAL FUND	24,500.14
	ROAD USE TAX FUND	799.49
	WATER FUND	1,075.01
	SEWER FUND	1,347.86

CITY OF MAXWELL, IOWA
URBAN RENEWAL PLAN AMENDMENT
MAXWELL URBAN RENEWAL AREA

October, 2025

The Urban Renewal Plan (the “Plan”) for the Maxwell Urban Renewal Area (the “Urban Renewal Area”) of the City of Maxwell, Iowa (the “City”) is being amended for the purposes of (1) adding certain property to the Urban Renewal Area; (2) deleting the expiration date from the Plan; and (3) identifying a new urban renewal project to be undertaken in the Urban Renewal Area.

1) Addition of Property. The real property (the "Property") legally described on Exhibit A hereto is, by virtue of this Amendment, being added as the October, 2025 Addition to the Urban Renewal Area. With the adoption of this Amendment, the City will designate the Property as an economic development area. The Property will become subject to the provisions of the Plan for the Urban Renewal Area. It is anticipated that the City will adopt an ordinance providing for the division of property tax revenues, as set forth in Section 403.19 of the Code of Iowa, with respect to the Property.

2) Deletion of Expiration Date. The expiration date is hereby deleted from the Plan. The Plan shall remain in effect until repealed by the City Council. The City will collect incremental property tax revenues under the Plan for the maximum extent of the time allowed in Chapter 403 of the Code of Iowa, unless sooner curtailed by action of the City Council. The remaining provisions of the Plan are all hereby ratified and affirmed, and shall remain in effect until such time that the Plan is repealed by the City Council.

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

Name of Project: Residential Subdivision Development Project

Date of Council Approval of Project: October 15, 2025

Description of Project: JAMC Real Estate Solutions, LLC (the “Developer”) is undertaking the development of a residential subdivision (the “Housing Project”) and the corresponding construction of public infrastructure (the “Infrastructure Project”) on the Property (as defined in Section 1 above) in the Urban Renewal Area. The addition of new residential housing in the City will enhance the quality of life in the City thereby resulting in commercial and residential growth in the City.

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

The costs incurred by the City in providing tax increment financing assistance to the Developer will include legal and administrative fees (the "Admin Fees") in an amount not to exceed \$16,000.

Description of Use of TIF: The City intends to enter into a development agreement (the "Agreement") with the Developer with respect to the construction of the Housing Project and the Infrastructure Project and to provide annual appropriation economic development payments (the "Payments") to the Developer thereunder.

The City also may also provide the Developer with an economic development grant (the "Grant"). The Grant will be funded with either borrowed funds and/or an internal advance of City's funds on hand which will be repaid with incremental property tax revenues to be derived from the Property.

It is anticipated that the City's total commitment of incremental property tax revenues with respect to the Infrastructure Project, including the Payments and the Grant (\$600,000), the Admin Fees (\$16,000), and the LMI Set Aside (\$300,420) (as described below) will not exceed \$916,420.

LMI Set Aside: Pursuant to the provisions of Section 403.22 of the Code of Iowa, the City will provide low and moderate income family housing assistance in its area of operation in an amount not less than 50.70% of the incremental property tax revenues that are paid to the Developer under the Development Agreement.

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

Constitutional debt limit of the City:	<u>\$3,431,892</u>	
Outstanding general obligation debt of the City:	<u>\$</u>	
Proposed debt to be incurred in connection with		
October, 2025 Amendment*:	<u>\$ 600,000</u>	(Project Costs)
	<u>\$ 16,000</u>	(Admin Fees)
	<u>\$ 300,420</u>	(LMI Amount)
	<u>\$ 916,420</u>	(Total)

*It is anticipated that some or all of the debt incurred hereunder may be made subject to annual appropriation by the City Council.

EXHIBIT A
LEGAL DESCRIPTION
Maxwell Urban Renewal Area
October, 2025

PARCEL "D" A PART OF OUTLOT "Y", ROCK CREEK RIDGE ESTATES PLAT 1, MAXWELL,
STORY COUNTY, IOWA, AS SHOWN ON THE PLAT OF SURVEY RECORDED ON NOVEMBER
27, 2024, AS INST. NO. 24-08822.

PUBLIC HEARING ON THE
DESIGNATION OF EXPANDED URBAN
RENEWAL AREA AND URBAN
RENEWAL PLAN AMENDMENT

472106-3

Maxwell, Iowa

October 15, 2025

The City Council of the City of Maxwell, Iowa, met on October 15, 2025, at 6:00 p.m., at the City Hall, 107 Main Street, in the City, for the purpose of conducting a public hearing on the designation of an expanded urban renewal area and on a proposed urban renewal plan amendment. The Mayor presided and the roll being called the following members of the Council were present and absent:

Present: _____

Absent: _____.

The City Council investigated and found that notice of the intention of the Council to conduct a public hearing on the designation of the expanded Maxwell Urban Renewal Area and on an urban renewal plan amendment had been published according to law and as directed by the Council and that this is the time and place at which the Council shall receive oral or written objections from any resident or property owner of the City. All written objections, statements, and evidence heretofore filed were reported to the Council, and all oral objections, statements, and all other exhibits presented were considered.

The following named persons presented oral objections, statements, or evidence as summarized below; filed written objections or statements, copies of which are attached hereto; or presented other exhibits, copies of which are attached hereto:

There being no further objections, comments, or evidence offered, the Mayor announced the hearing closed.

Council Member _____ moved the adoption of a resolution entitled "Resolution to Declare Necessity and Establish an Urban Renewal Area, Pursuant to Section 403.4 of the Code of Iowa and Approve Urban Renewal Plan Amendment for the Maxwell Urban Renewal Area," seconded by Council Member _____. After due consideration, the Mayor put the question on the motion and the roll being called, the following named Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the resolution duly adopted and signed approval thereto.

RESOLUTION NO. 2025-45

Resolution to Declare Necessity and Establish an Urban Renewal Area, Pursuant to Section 403.4 of the Code of Iowa and Approve Urban Renewal Plan Amendment for the Maxwell Urban Renewal Area

WHEREAS, as a preliminary step to exercising the authority conferred upon Iowa cities by Chapter 403 of the Code of Iowa (the “Urban Renewal Law”), a municipality must adopt a resolution finding that one or more slums, blighted or economic development areas exist in the municipality and that the development of such area or areas is necessary in the interest of the public health, safety or welfare of the residents of the municipality; and

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

WHEREAS, a proposal has been made which shows the desirability of expanding the Urban Renewal Area to add and include all the property (the “Property”) lying within the description set out in Exhibit A hereto; and

WHEREAS, the proposal demonstrates that sufficient need exists to warrant finding the Property to be an economic development area; and

WHEREAS, an amendment (the “Amendment”) to the Plan has been prepared which (1) covers the addition of the Property to the Urban Renewal Area; and (2) deletes the expiration date of the Plan; and (3) authorizes the undertaking of a new urban renewal project in the Urban Renewal Area consisting of providing tax increment financing support to JAMC Real Estate Solutions, LLC in connection with the construction of public infrastructure necessary for the development of a residential subdivision; and

WHEREAS, notice of a public hearing by the City Council on the question of establishing the Property as an urban renewal area and on the proposed Amendment was heretofore given in strict compliance with the provisions of Chapter 403 of the Code of Iowa, and the Council has conducted said hearing on October 15, 2025; and

WHEREAS, copies of the Amendment, notice of public hearing and notice of a consultation meeting with respect to the Amendment were mailed to Story County and the Maxwell-Collins Community School District; the consultation meeting was held on September 23, 2025; and responses to any comments or recommendations received following the consultation meeting were made as required by law; and

WHEREAS, the Planning and Zoning Commission of the City has reviewed and commented on the proposed Amendment;

NOW, THEREFORE, It Is Resolved by the City Council of the City of Maxwell, Iowa, as follows:

Section 1. An economic development area as defined in Chapter 403 of the Code of Iowa is found to exist in the City on the Property.

Section 2. The Property is hereby declared to be an urban renewal area, in conformance with the requirements of Chapter 403 of the Code of Iowa and is hereby designated as the November, 2025 Addition to the Maxwell Urban Renewal Area.

Section 3. The development of the Property is necessary in the interest of the public health, safety or welfare of the residents of the City.

Section 4. It is hereby determined by this City Council as follows:

A. The Amendment and the projects and initiatives described therein conform to the general plan of the municipality as a whole;

B. The proposed economic development projects described in the Amendment are necessary and appropriate to facilitate the proper growth and development of the City in accordance with sound planning standards and local community objectives.

C. It is not intended that families will be displaced as a result of the City's undertakings under the Amendment. Should such issues arise with future projects, then the City will ensure that a feasible method exists to carry out any relocations without undue hardship to the displaced and into safe, decent, affordable and sanitary housing.

Section 5. The Amendment, attached hereto and made a part hereof, is hereby in all respects approved.

Section 6. All resolutions or parts thereof in conflict herewith are hereby repealed, to the extent of such conflict.

Passed and approved October 15, 2025.

Mayor

Attest:

City Clerk

EXHIBIT A
Legal Description
Expanded Maxwell Urban Renewal Area
(November, 2025 Addition)

PARCEL "D" A PART OF OUTLOT "Y", ROCK CREEK RIDGE ESTATES PLAT 1,
MAXWELL, STORY COUNTY, IOWA, AS SHOWN ON THE PLAT OF SURVEY
RECORDED ON NOVEMBER 27, 2024, AS INST. NO. 24-08822.

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Upon motion and vote, the meeting adjourned.

Mayor

Attest:

City Clerk

STATE OF IOWA
STORY COUNTY
CITY OF MAXWELL

SS:

I, the undersigned, do hereby certify that I am the duly appointed, qualified and acting City Clerk of the City of Maxwell, Iowa and that as such I have in my possession or have access to the complete corporate records of the City and of its officers; and that I have carefully compared the transcript hereto attached with the aforesaid records and that the attached is a true, correct and complete copy of the corporate records relating to the action taken by the City Council preliminary to and in connection with designating the expanded Maxwell Urban Renewal Area for the City and on an urban renewal plan amendment.

WITNESS MY HAND this ____ day of _____, 2025.

City Clerk

ORDINANCE NO. 345

AN AMENDMENT TO THE CODE OF ORDINANCES OF THE CITY OF MAXWELL, IOWA, REQUIRING DOG LICENSES

BE IT ENACTED by the City Council of the City of Maxwell, Iowa:

SECTION 1. SECTION MODIFIED. Section 56.01 ANNUAL LICENSE REUIRED, paragraphs 1 and 2, of the Code of Ordinances of the City of Maxwell, Iowa are repealed, and the following be adopted in lieu thereof:

1. Every owner of a dog over the age of six (6) months shall procure a dog license from the City Clerk on or before May 31 of each year.
2. Such license may be procured after June 1 and at any time for a dog that has come into the possession or ownership of the applicant or that has reached the age of six (6) months after said date.

SECTION 2. SECTION MODIFIED. Section 56.01 ANNUAL LICENSE REUIRED, paragraphs 5, of the Code of Ordinances of the City of Maxwell, Iowa is repealed, and the following be adopted in lieu thereof:

5. All licenses shall expire on May 31 of the year following the date of issuance.

SECTION 3. SECTION MODIFIED. Section 56.03 DELINQUENCY of the Code of Ordinances of the City of Maxwell, Iowa, is repealed and the following be adopted in lieu thereof:

56.03 DELINQUENCY. All license fees shall become delinquent on June 1 of the year in which they are due and a delinquent penalty of \$10.00 shall be added to each unpaid license on and after said date.

SECTION 4. SECTION MODIFIED. Section 56.07 DUPLICATE REISSUING TAGS of the Code of Ordinances of the City of Maxwell, Iowa, is repealed, and the following be adopted in lieu thereof:

56.07 DUPLICATE REISSUING TAGS. Upon the filing of an affidavit that the license tag has been lost or destroyed, the owner may obtain another tag on the payment of \$5.00 and the City Clerk shall enter in the license record the new number assigned.

SECTION 5. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION 6. WHEN EFFECTIVE. This ordinance shall be in following its passage, approval, and publication as provided by law.

First Reading: Date _____ Gast ? Philpott ? Jans ? Westendorf ? Miller ?

Second Reading: Date _____ Gast _____ Philpott _____ Jans _____ Westendorf _____ Miller _____

Third Reading: Date _____ Gast _____ Philpott _____ Jans _____ Westendorf _____ Miller _____

Passed by the Council this _____ day of _____ 2025 and approved by the Mayor this _____ day of _____, 2025.

ATTEST

Wendy Crabtree, City Clerk

Dale Higgins, Mayor

I certify that the foregoing was published as Ordinance No. xxx on the _____ day of _____, 2025.

Wendy Crabtree, City Clerk

Ordinance Intent:

Section 1 and Section 2

These sections change the time frame for licensing a dog. Instead of all dog licenses expiring on March 31 of a year they will now expire on May 31. This change will help in balancing workloads.

Section 3

This section changes the fee for delinquency on relicensing a dog from \$5 to \$10

Section 4

This section changes the fee for obtaining a duplicate tag due to loss or the tag being destroyed from \$2 to \$5 to pay the cost of replacement and record keeping.

ORDINANCE NO. 346

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF MAXWELL, IOWA BY AMENDING PROVISIONS PERTAINING TO COUNCIL AND MAYOR COMPENSATION.

BE IT ENACTED by the City Council of the City of Maxwell, Iowa:

SECTION 1. SECTION MODIFIED. Chapter 15, **MAYOR**, Section **15.04 COMPENSATION**, of the Code of Ordinances of the City of Maxwell, Iowa is repealed, and the following be adopted in lieu thereof:

15.04 COMPENSATION. The salary of the mayor is \$4,000.00 per year.

SECTION 2. SECTION MODIFIED. Chapter 17, **COUNCIL**, Section **17.06 COMPENSATION**, of the Code of Ordinances of the City of Maxwell, Iowa is repealed, and the following be adopted in lieu thereof:

17.06 COMPENSATION. The salary of each Council member is \$50.00 for each meeting of the Council attended but in no case shall exceed \$1,200 in any one year.

SECTION 3. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION 4. WHEN EFFECTIVE. This ordinance shall be in effect January 1, 2028, following its passage, approval, and publication as provided by law.

First Reading: Date _____ Gast _____ Philpott _____ Jans _____ Westendorf _____ Miller _____
Second Reading: Date _____ Gast _____ Philpott _____ Jans _____ Westendorf _____ Miller _____
Third Reading: Date _____ Gast _____ Philpott _____ Jans _____ Westendorf _____ Miller _____

Passed by the Council this _____ day of _____ 2025 and approved by the mayor this _____ day of _____, 2025.

ATTEST

Wendy Crabtree, City Clerk

Dale Higgins, Mayor

First Reading: Date _____ Gast _____ Philpott _____ Jans _____ Westendorf _____ Miller _____
Second Reading: Date _____ Gast _____ Philpott _____ Jans _____ Westendorf _____ Miller _____
Third Reading: Date _____ Gast _____ Philpott _____ Jans _____ Westendorf _____ Miller _____

I certify that the foregoing was published as Ordinance No. _____ on the _____ day of _____, 2025.

Wendy Crabtree, City Clerk

Ordinance Intent:

Section 1

This section increases the mayor's compensation from \$2,000 to \$4,000.

Section 2

This section increases each Council Member's compensation from \$25 per meeting to \$50 per meeting with an amount not-to-exceed of \$1,200 regardless of the number of meetings held.

Section 4

This section sets the date of January 1, 2028, for this ordinance change to take effect. According to the 2025 version of the Code of Iowa, Section 372.13, subsection [8] and Section 17.02 paragraph 7, the compensation of mayors and council members is subject to the following limitations (note – a "term" as defined here is a two-year period beginning January 1 of the year following a regular city election):

- A mayor's compensation cannot change during their current term.
- Changes to council member compensation take effect at the start of the term following the next regular city election after the change.
- Ordinances changing elected officer compensation cannot be adopted in November or December of a regular city election year.
- Elected city officers cannot receive extra pay for other city roles during their term but can be reimbursed for expenses.

10.

7/9 Council meeting: Planning and Zoning recommended to council to request an updated city zoning map. Farrand reached out to Story County MAPS who manages their city's GIS information to request if they can get our map up to date. He is awaiting a response. No action taken.

10/8 Zoning Map Updates from Engineer's Report:

We have not received any further response to numerous inquiries to the Story County MAPS center which provided the previous GIS data used in 2020. We were looking to obtain recent zoning and confirm accuracy as well as investigate the ability of the County to host the zoning map on their web servers. We respectfully request directions from the city as to whether to continue to pursue this with MAPS. At the City's request, we can update the database that we have with known changes and either provide to Silversmith for inclusion in their GIS web hosting system or develop a traditional hard copy poster/pdf map for City use.



Smart Choice

October 7, 2025

Mayor Dale Higgins
City of Maxwell
107 Main Street
Maxwell, IA 50161

Dear Mayor Higgins:

RE: Resource Recovery System Next Steps and 28E Agreements

Earlier this year, I wrote you with an update regarding our plans for the next generation of waste disposal operations in our community. Our new approach involves retiring the waste-to-energy system and constructing a new Resource Recovery and Recycling Campus to receive, process, and transport solid waste for disposal.

The City of Ames has now acquired 9.5 acres of property along Freel Drive to site this new operation. At this campus, commercial haulers and residents will be able to deliver solid waste, recyclable materials, household hazardous waste, and organics including yard waste. The solid waste will be minimally processed to recover recyclable metals, and the non-recyclable solid waste will be loaded into semi-trucks for transportation to the landfill. Recyclable materials will be aggregated for delivery to partners who will process and responsibly dispose of these materials.

We are pleased to inform you that we have secured a long-term partnership with the Carroll County Solid Waste Management Commission to dispose of our solid waste in the Carroll County Landfill. **The transition from the Boone County Landfill to the Carroll County Landfill will occur on or before July 1, 2027, and our agreement with Carroll County extends for at least 20 years thereafter.**

In the late spring of this year, the City of Ames retained HDR Engineering, Inc. to perform a preliminary engineering study and develop a detailed financial model for the new operation. The results of this analysis were presented to the Ames City Council on June 24 and are posted on our website at www.cityofames.org/resource-recovery.

Mayor Dale Higgins

October 7, 2025

RE: Resource Recovery System Next Steps and 28E Agreements

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HDR's study calculates that the cost to construct the facility, including the processing equipment and transfer trucks, is estimated to be approximately \$14 million. A majority of this amount is expected to be financed over a 20-year period. **City of Ames staff provided HDR with instructions in the financial model to maintain the per-capita fee at its current rate of \$10.50 through the duration of the 20-year planning horizon. With these figures in mind, the calculated tipping fee needed for the operation of the facility beginning in 2027 is \$95.11 per ton. For comparison, the existing tipping fee is \$75 per ton.** By keeping the per-capita charge level and placing more of the cost on tipping fees, users are encouraged to be more conscious about what they dispose of and are incentivized to consider reducing the volume of garbage they generate, along with alternative disposal methods such as recycling.

It is important to note that these figures represent conservative estimates of costs and revenues, and there are several potential cost reductions and other revenue sources (e.g., grants and revenues from partnerships with Carroll County) that have not been factored into this estimate. Additionally, although the tipping fee is higher than the existing operation, it may be offset in part by a reduction in downtime compared to the existing operation, which results in direct-haul trips for haulers that cost considerably more in fuel, equipment, and staff costs.

HDR has been retained by the City of Ames to perform design development and final design services to produce a set of bidding documents for the construction of the facility. Bidding is anticipated to occur in January/February of 2026. A 12-month construction timeframe is expected with the facility projected to be completed in the late spring of 2027.

Communities in Iowa are subject to state fees depending on the rate of landfill diversion through efforts such as recycling. In the current waste-to-energy Resource Recovery System, our landfill diversion rate is very high. **As we transition away from waste-to-energy, it will become necessary to rely more on traditional recycling to ensure we are meeting these obligations. The need for our partner agencies to divert material away from the waste stream through recycling or other waste diversion practices will be necessary to help meet the requirements of the Iowa DNR.**

Mayor Dale Higgins

October 7, 2025

RE: Resource Recovery System Next Steps and 28E Agreements

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In Ames, we are exploring the prospect of curbside recycling to ensure materials that cannot be easily pulled out of garbage (e.g., paper, cardboard, glass, and plastics) are still recycled. As we consider a contract for a hauler to assist us with residential curbside recycling in Ames, we will be seeking pricing that would allow any of our partnering communities, such as Maxwell, to opt in to the pricing we have secured.

Of course, Maxwell would be free to seek its own proposals for curbside recycling collection, or alternative methods for recycling such as designated drop-off sites. Our staff would be happy to work with you as you consider your options and determine the best approach for your community.

With these upcoming changes in mind, we are requesting that the City of Maxwell consider the adoption of a revised 28E intergovernmental agreement. The current agreement between Ames and Maxwell is set to expire in 2034. As Ames considers taking on the debt to proceed with the construction of the new facility, we are requesting that Maxwell approve the enclosed draft agreement, which would extend our partnership through 2047, coinciding with the anticipated term of the debt.

We are proud of our many years of partnership with Maxwell and our many other partners. Together, we have successfully met the challenge of providing an innovative and safe method to dispose of the area's solid waste. Our proposed approach builds upon this legacy, and we look forward to Maxwell's continued partnership in this operation.

The City of Ames would like to invite you to an open-house meeting to further answer any questions or concerns you may have. This meeting is intended to be come and go as you need to help you in your understanding of the future of solid waste in our communities. City staff will be present from 6:30 to 8:00 PM on Thursday, October 16, 2025, at the City Council Chambers at 515 Clark Avenue, Ames, IA 50010.

Mayor Dale Higgins

October 7, 2025

RE: Resource Recovery System Next Steps and 28E Agreements

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Realizing this is a quick turnaround for a meeting, if you are unable to attend and still would like to meet, please feel free to reach out and I will work with you to find a mutually agreeable time to be available to you.

If you have any questions or concerns in the meantime, please contact me at justin.clausen@cityofames.org or 515-239-5165, or Resource Recovery Plant Superintendent Mark Peebler at mark.peebler@cityofames.org or 515-239-5137.

Sincerely,



Justin Clausen

Public Works Director

CC: Ames Mayor and City Council
Steve Schainker, City Manager
Brian Phillips, Assistant City Manager
Mark Peebler, Resource Recovery Plant Superintendent