



Governmental Body:
The City Council of Baxter, Iowa

Date of Meeting:
Monday, January 26th, 2026

Time of Meeting:
6:00 P.M.

Place of Meeting:
Baxter Council Chambers

Call In Information:

City Council Meeting – January 26, 2026,
6:00 PM (America/Chicago)
Please join my meeting from your
computer, tablet or smartphone.
<https://meet.goto.com/789698693>
You can also dial in using your phone.
Access Code: 789-698-693
United States: +1 (646) 749-3122

1. **Call to Order by Mayor Dan Kunkel**
2. **Approval of the Agenda**
3. **Approval of the Consent Agenda: All items listed below are considered routine by the City Council and will be enacted by one motion:**
 - a. Minutes: January 12th City Council Meeting
 - b. Financials
4. **Reports:**
 - a. City Administrator/Clerk
5. **Review and Approval of Claims**

Council will review the claims listing and may ask staff questions regarding individual payments. Any claim requiring additional research or clarification may be deferred and brought back to the Council for approval at a future meeting.
6. **Rippey Intersection and Chichaqua Valley Trail Improvements – Preliminary Plan Direction**

Council discussion and possible action to provide direction on extending new curb and gutter along existing concrete pavement as part of the Rippey Intersection and Chichaqua Valley Trail Improvements project. The City Engineer is requesting guidance on this approach prior to finalizing plans to ensure the design does not require future removal if North West Avenue is reconstructed. The updated design plans would not impact the bid letting/contract awarding timeline.
7. **Resolution 2026-05 – Amendment to Resolution 2026-02 Establishing Water Rate Increases**

Council consideration and possible action to approve Resolution No. 2026-05, amending Resolution No. 2026-02 related to water rates for the calendar year 2026. The amendment revises the implementation schedule of the previously approved water rate increase to provide for a 3% increase effective February 1, 2026, and an additional 3% increase effective July 1, 2026, rather than a single increase applied at one time.
8. **Budget Workshop #3 – Preliminary FY2027 Budget Review**

Council work session to review the preliminary FY2027 budget, including fund summaries, revenue projections, department requests, and draft appropriations. Discussion only with possible direction to staff; no public hearing or formal action anticipated.
9. **Appointment and Oath of Office – City Administrator/Clerk**

Council consideration and possible action to appoint Jill Braye as City Administrator/Clerk for the City of Baxter, effective January 30, 2026, followed by administration of the Oath of Office by the outgoing City Administrator/Clerk.

10. Appointment of Deputy City Clerk

Council consideration and possible action to appoint a Deputy City Clerk for the City of Baxter, with an effective start date and employment terms to be determined by the City Administrator/Clerk, and compensation to be established within the salary range advertised for the position.

- 11. Public Comments** - At this time, citizens may address the Council. Except in cases of legal emergency, the City Council cannot take formal action at the meeting but may ask City staff to research the matter or have it placed on a subsequent Agenda. **To be heard, a citizen must be recognized by the chair and state their name and address.** Speakers will be given three minutes to present their concerns. Comments and/or questions must be related to City policies or the provision of City services and shall not include derogatory comments about other individuals. Unless specifically called upon by the Mayor, no additional comments and/or questions will be addressed during the remaining meeting once the Public Comment portion has been closed.

12. Mayor's Report

13. Task List – Update and Review

14. Adjournment

This notice is hereby given at the direction of the Mayor pursuant to Chapter 21.4, Code of Iowa, and the local rules of said governmental body.

AMERICANS WITH DISABILITIES ACT COMPLIANCE: IF THERE IS ANYONE WISHING TO ATTEND THE MEETING THAT MAY REQUIRE SPECIAL ASSISTANCE IN BEING ABLE TO PARTICIPATE IN THIS MEETING, PLEASE ADVISE CITY HALL OF YOUR NEEDS 48 HOURS BEFORE THE MEETING