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Governmental Body:
The City Council of Baxter, Iowa

Date of Meeting:
Monday, March, 9th 2026

Time of Meeting:
6:00 P.M.

Place of Meeting:
Baxter Council Chambers

Call In Information:

City Council Meeting – March 9th, 2026,
6:00 PM (America/Chicago)

Please join my meeting from your
computer, tablet or smartphone.

<https://meet.goto.com/810045293>

You can also dial in using your phone.

Access Code 810-045-293

United States: +1 (872) 240-3412

1. Call to Order by Mayor Daniel 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: February 9th and February 23rd City Council Meetings
- b. Financials

4. Reports:

- a. City Administrator/Clerk
- b. Jasper County Sheriff January and February calls for service

5. Community Visioning Presentation and Update

Presentation by Joyce Christenson and Brad Jensen regarding the Baxter Community Visioning initiative, including an update on project findings, community engagement efforts, and potential next steps. Discussion only.

6. BEDCO Community Collaboration Initiative – Presentation by Bunny Churchill

Presentation by Bunny Churchill of BEDCO regarding a University of Northern Iowa program that works with nonprofit and community organizations to assist with communication planning and collaborative community engagement. Council discussion and possible direction regarding participation in a joint meeting or community planning effort.

7. SW Avenue Phase 2 Reconstruction Project – Bid Letting Summary

Presentation by the project engineer regarding bids received at the March 9, 2026, 2:00 p.m. bid letting for the SW Avenue Phase 2 Reconstruction Project, including review of base bid and alternate bid results. No formal action until March 23rd meeting.

8. Code of Ordinances Update – Status Report from Codifier

Informational update regarding the current status of the City's Code of Ordinances revision process, including final verification and proofing steps as outlined by the codifier. No formal action anticipated.

9. Mayoral Appointments – Committees, Boards, and Administrative Roles

The Mayor will announce appointments that do not require Council approval, including Mayor Pro Tem, Zoning Administrator, and Assistant Zoning Administrator.

The Mayor will then present the following appointments requiring Council approval, which may be considered individually or as a group:

- City Council Committees:
 - Cemetery Committee (1-2 councilmembers)
 - Finance Committee (1-2 councilmembers)
 - Parks Committee (2 councilmembers)
 - Streets Committee (2 councilmembers)
 - Water/Sewer Committee (2 councilmembers)

- Community / Advisory Appointments
 - Baxter Rural Fire & Rescue Advisory Board (3 residents)
 - Baxter Red Cross Representatives (1-2 residents)

10. Insurance Claim Settlement – EMC Crime Policy

Council consideration and possible action to adopt Resolution No. 2026-10 approving execution of the Release and Subrogation Receipt related to EMC Insurance Claim No. 1899916 and authorizing acceptance of claim payment in the amount of \$65,246.26 for losses associated with the employee theft investigation.

11. Resolution – Formal Adoption of the City of Baxter Contingency Plan

Council consideration and possible action to adopt a resolution formally approving the City of Baxter Contingency Plan for Administrative Systems, Access Controls, and Continuity of Operations, as previously reviewed and approved by Council, and directing that the adopted plan be maintained in the City's official records.

12. League of Cities Governance Training – Scope and Scheduling Discussion

Council discussion and possible direction regarding governance training with the Iowa League of Cities, including preferred timing, format, and training topics pursuant to Council direction from the February 23, 2026 Special Meeting.

13. Verizon/Vertical Bridge Cell Tower Lease – Revenue Review and Future Direction

Council discussion and possible action regarding the existing cell tower lease agreement, including current annual revenue, lease terms, and clarification of Council's intent for allocation of lease proceeds, including designation of a specific percentage or amount for the City's sidewalk program.

14. Budget Public Hearing – Final Budget Adoption (April 13, 2026)

Council discussion and possible action to set a public hearing for April 13, 2026, for adoption of the FY2027 City Budget and direct staff to publish notice as required by Iowa law and direct staff to publish notice as required by Iowa law.

15. FY2027 Budget Workshop #4

Council discussion and review of the proposed FY2027 City Budget, including remaining fund balances, adjustments, and preparation for the April 13, 2026 public hearing and budget adoption.

16. 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.

17. Mayor's Report

18. Task List – Update and Review

19. 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