



BAXTER

I O W A

Governmental Body:

The City Council of Baxter, Iowa

Date of Meeting:

Monday, June 15th, 2026

Time of Meeting:

6:00 P.M.

Place of Meeting:

Baxter Council Chambers

Call In Information:

City Council Meeting – June 15th, 2026, 6:00 PM (America/Chicago)

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

<https://meet.goto.com/855139741>

You can also dial in using your phone.

Access Code 855-139-741

United States: +1 (646) 749-3122

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: May 11th City Council Meeting
 - b. Financials
4. **Reports:**
 - a. City Administrator/Clerk
 - b. Jasper County Sheriff May calls for service
 - c. Library Report
 - d. Code Compliance Report
5. **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.
6. **Proposed Development Project – Major Subdivision Requirements**

Presentation by MSA Professional Services regarding subdivision requirements applicable to a proposed development project, including an explanation of the City's major subdivision review process and associated requirements. Council discussion and opportunity for questions. Informational item only.
7. **Developer Incentive Program – Engineering Review Cost Assistance**

Council discussion and possible direction regarding a proposed developer incentive program to assist with City engineering review costs associated with subdivision and development projects, including review of attorney recommendations and consideration of next steps for development of a formal policy and/or development agreement template.

8. S W Avenue Reconstruction Phase 2 Project – Pay Application No. 2 and Change Order No. 2

Council consideration and possible action regarding Pay Application No. 2 and Change Order No. 2 for the S W Avenue Reconstruction Phase 2 Project.

9. Rippey Intersection and Chichaqua Valley Trail Improvements Project – Pay Application No. 1 and Change Order No. 1

Council consideration and possible action regarding Pay Application No. 1 and Change Order No. 1 for the Rippey Intersection and Chichaqua Valley Trail Improvements Project.

10. Resolution No. 2026-15 – BEDCO TIF Rebate Payment

Council consideration and possible action approving a Tax Increment Financing (TIF) rebate payment to Baxter Economic Development Corporation (BEDCO) in the amount of \$14,500 pursuant to the applicable development agreement.

11. National Night Out 2026 – Community Event Planning

Presentation by representatives of the proposed National Night Out community event, followed by Council discussion and possible action regarding City participation, support, potential street closures, use of public property, and event coordination.

12. Resolution No. 2026-16– Iowa DNR Tree Planting Grant Application

Council consideration and possible action to authorize participation in the Iowa Department of Natural Resources 2026 Iowa Tree Planting Grant Program, including commitment of funds necessary to complete the project pending grant award and reimbursement.

13. Resolution No. 2026-17 - Community Catalyst Building Remediation Grant Award – Bun Bun Bakery Redevelopment Project

Council consideration and possible action regarding the Community Catalyst Building Remediation Grant award for the Bun Bun Bakery redevelopment project, including acceptance of the grant award, authorization of an in-kind City contribution, and authorization for staff to explore Urban Revitalization Area and tax abatement options.

14. Resolution No. 2026-14 Utility Account Vacancy and Transfer Policy

Council discussion and possible action regarding revisions to the Utility Account Vacancy and Transfer Policy following Council review and direction.

15. Resolution No. 2026-18 - Temporary Vendor Policy

Council discussion and possible action regarding establishment of a Temporary Vendor Policy to address non-food vendors operating on a temporary basis within the City of Baxter.

16. IEMSA EMS Billing and Documentation Conference

Council consideration and possible action to authorize attendance for Deputy Clerk Josi Miller at the Iowa Emergency Medical Services Association (IEMSA) EMS Billing and Documentation Conference to be held August 11-12, 2026, in West Des Moines, Iowa.

17. Baxter Fun Days – Street Closures and Event Activities

Council consideration and possible action to approve requested street closures and event activities associated with Baxter Fun Days, including the parade route, market area, street dance, and related event activities.

18. Baxter Fun Days Fireworks Display

Council consideration and possible action to approve a fireworks display for Baxter Fun Days to be conducted by BFD Fireworks on Saturday, July 11, 2026.

19. EMS Baxter Fun Days Participation – Candy Purchase Authorization

Council discussion and possible action regarding authorization of reimbursement for candy to be distributed by Baxter EMS during the Baxter Fun Days parade.

20. Iowa/Iowa State Tailgate Event – Street Closures and Temporary RV Parking

Council consideration and possible action to approve street closures and related activities associated with the September 12, 2026 Iowa/Iowa State Tailgate Event, including authorization for participating RVs to remain parked in designated event spaces until 10:00 a.m. on September 13, 2026.

21. Hominy Ridge 4-H Club Sign Placement Request

Council discussion and possible action regarding a request from the Hominy Ridge 4-H Club to place a permanent decorative sign on City property.

22. Community Collaboration Initiative Update

City Administrator update regarding recent community leadership discussions, future quarterly collaboration meetings, and efforts to strengthen communication and partnerships among local organizations, the school district, and the City of Baxter.

23. IPIB Complaint and Open Records Request Update

City Administrator update regarding ongoing Iowa Public Information Board (IPIB) complaints and related open records requests, including status of the complaint process and associated legal expenses.

24. Cell Tower Lease Agreement Review and Future Direction

Council discussion and possible direction regarding the City's cell tower lease agreement, review of contract terms and recent lease amendment, verification of lease payments received, and future communication with Vertical Bridge regarding potential lease negotiations.

25. Caselle Cloud-Based Software Update

Update and information regarding discussions with Caselle related to a potential future migration to a cloud-based platform, including preliminary cost information, operational impacts, and considerations for future Council discussion.

26. Mayor's Report

27. Task List – Update and Review

28. 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