

**- City of Atkins Iowa -**  
City Council Meeting Agenda  
Council Work Session 6:00 PM to 7:00 PM  
Council in Regular Session 7:00 PM  
Monday July 6, 2020,  
Atkins City Hall – 480 Third Avenue, Atkins Iowa

- Due to Governors Declaration of Emergency - Meeting will be conducted via Teleconference – Limited public access is available at the City Hall Council Room

Instructions to access the meeting using teleconference application Webex;

Webex.com – Video is not needed but may be available.

Meeting number is **126 253 5628** , password **JqAp89bd4MS**

Without webex, Call the telephone number **1-510-338-9438**

Enter access code **126 253 5628 # password 57278923 #**, you will have access to hear and speak. \*6 will mute and unmute your device.  
Meeting opens 15 minutes prior to the start time.

Contact the City Clerk at 319-446-7870 or email [cityclerk@cityofatkins.org](mailto:cityclerk@cityofatkins.org) if you plan to speak before the Council. Optional – but preferred.

NOTICE AND CALL OF PUBLIC MEETING. The Mayor and Council welcome comments from the public during discussion. You are required to state your name and address for the record and to limit the time used to present your remarks in order that others may be given an opportunity to speak. The order of business is at the discretion of the Chair. The audio portion of this meeting may be recorded.

1. Opening guidance to conduct the meeting using teleconference application Webex. Users are requested to mute the video during times they are listening to preserve bandwidth in the system. With audio only device, \*6 will mute and unmute.
2. Atkins City Council Work Session at 6:00 PM.  
No votes will be conducted and no action will be taken during the work session.
  1. Call to Order and Roll Call by Mayor Bruce Visser.
  2. Approve the Agenda for the Work Session.
  3. Council Work session: Employee Handbook.
  4. Adjournment - Work Session.
3. Regular Session of the Atkins City Council at 7:00 PM.
  1. Call to Order and Roll Call by Mayor Bruce Visser.
  2. Approve the Agenda for the Regular Session.
  3. Council comments concerning the Consent Agenda items and motion to approve.
    1. Approval of Mayors appointment of Dick Lange to Zoning Board of Adjustment.
    2. Approval of Resolution 783 PERMITTING DISPLAY FIREWORKS,

SPONSORED BY ATKINS COMMUNITY CLUB OF ATKINS IOWA AND CITY OF ATKINS IOWA, SATURDAY AUGUST 1<sup>st</sup>, 2020.

3. List of Bills for Approval.
4. Discussion and possible action regarding traffic study from Snyder Engineering.
5. Discussion and possible action concerning Planning and Zoning expenditures.
6. Discussion concerning City Staffing levels.
7. Discussion and possible action concerning the staffing/hours of City Hall.
8. Discussion and possible action concerning adding a Deputy Clerk position.
9. Discussion setting date and method for City Clerk performance evaluation.
10. Discussion and possible action to pursue IT consultation.
11. Discussion and possible action regarding City of Atkins Newsletter.
12. Discussion and to approve glass barrier at the City Hall Office Window.
13. Discussion and motion to approve Concrete Street Maintenance Plan for FY 21.
14. Discussion and motion to approve Financial Software purchase.
15. Discussion and motion to approve City Telephone System purchase.
16. Set next Regular Council Meeting to be held Monday July 20, 2020 at 7:00 pm, at Atkins City Hall, 480 Third Avenue Atkins Iowa. Due to the Governors Declared State of Emergency the Council meeting may be conducted using teleconference. Meeting agenda will include instructions to access the meeting.
17. Open the meeting for other business.
18. Adjournment.

This Notice is given at the direction of the Mayor pursuant to Chapter 21, Code of Iowa, and the local rules of the City of Atkins, Iowa.

Amber Bell, City Clerk