

**City Council Meeting Regular Session**  
**Tuesday, November 14, 2023, at 6:30 p.m.**  
**City Hall Council Room, 480 Third Avenue, Atkins, Iowa, 52206**

Instructions to access the meeting using teleconference application Webex; Webex.com – Video is not needed but may be available.

Meeting number is 2555 753 3935 # password hqJqv7MVn46

[\(click here for meeting link\)](#)

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

Enter access code 2555 753 3935 # password 47578768# you will have access to hear and speak. \*6 will mute and unmute your device.

Contact the City Clerk at 319-446-7870 or email [cityhall@cityofatkins.org](mailto:cityhall@cityofatkins.org) if you plan to speak before the Council on an agenda item.

NOTICE AND CALL OF PUBLIC MEETING. The Mayor and Council welcome comments from the public during public input time. 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.

**Agenda:**

1. Call to Order and Roll call by Mayor Bruce Visser
2. Approve the Agenda.
3. Consent agenda:
  - a. Approve Council Minutes of October 10, October 24, and November 2, 2023.
  - b. Financials of October, 2023 meeting.
  - c. List of Bills for Approval.
4. Resolution 2023-11-01 a resolution obligating fiscal year ended 2025 annual appropriation for Stone Ridge Development.
5. Resolution 2023-11-04 a resolution establishing an internal loan for the fire station planning and design.
6. Resolution 2023-11-02 certifying TIF debt certification for the City of Atkins.
7. Resolution 2023-11-03 establishing a change drawer for City Hall office and Library office.
8. Discussion. Open meetings –Chapter 21 Code of Iowa and use of email.
9. City Hall Council room video recording equipment.
10. Surveillance camera system.
11. Records requests status and records request policy.
12. Motion to proceed with temporary office staffing.
13. Water Advisory notifications adjustments and DNR rules.
14. Reports:
  - a. Mayor's Report:
    1. Water Distribution Engineering Report: Engineering providing responses.
    2. Fire Station Re-build: 100% drawings being updated.

Updated: 11-13-2023 2:22 p.m.

3. Water system upgrades continue.
  4. Audit Report Update: cooperating with county attorney, providing information,
  5. Audit FYE 22 continues.
- b. Administrator's Report:  
c. Council Reports:

15. Future Agenda Item Discussion:

16. Public input for items not on the agenda. Comments are limited to 3 minutes.  
Correspondence received:

17. Next regular council meeting to be held Tuesday, November 28, 2023, at 6:30 p.m. City Hall/Library, Council Room, 480 3<sup>rd</sup> Avenue, Atkins, IA.

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.

Posted November 13, 2023. City Hall and Post Office.