

City Council Meeting Regular Session
Tuesday, November 28, 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 2552 398 8715 # password qhUR5P7Wt3M
([click here for meeting link](#))

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

Enter access code 2552 398 8715 # password 74875779# 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 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 November 14, 2023.
 - b. Financials
 - c. List of Bills for Approval.
4. Financial Presentation
5. Resolution 2023-11-01 a resolution obligating fiscal year ended 2025 annual appropriation for Stone Ridge Development.
6. Resolution 2023-11-04 a resolution establishing an internal loan for the fire station planning and design.
7. Resolution 2023-11-02 certifying TIF debt certification for the City of Atkins.
8. Resolution 2023-11-05 a resolution acknowledging receipt of the Fiscal Year Ending 2023 Annual Financial Report.
9. Resolution 2023-11-06 a resolution acknowledging receipt of the 2023 Street Finance Report.
10. Resolution 2023-11-07 a resolution approving the 2023 Annual Urban Renewal Report.
11. Motion to proceed with temporary office staffing.
12. Resolution 2023-11-08 a resolution to approve street closing for the Atkins Community Club Holiday Celebration, Sunday, December 10, 2023.
13. Resolution 2023-11-09 a resolution permitting Class B Aerial Fireworks Display during Atkins Community Club Holiday Parade Celebrations, Sunday, December 10, 2023.
14. Resolution 2023-11-10 a resolution approving updated records request policy.

15. Reports:

a. Mayor's Report:

1. Fire Station Re-build: meetings- 100% drawings being updated.
2. Audit Report update: continues.
3. Audit FYE 22 continues.
4. Attended annual budget training.
5. Federal grants administration.
6. Detail- see Mayors written report.

b. Administrator's Report:

1. City Hall window will be closed to public November 28 & 29 for training – Utility system.
2. Annual reports prepared, submitted to the state following council approval.
3. FYE 2024 Budget Amendment to be presented 12/12/2023
4. FYE 2025 Budget work continues.
5. Audit Report Update: - continues.
6. Preparing year-end tax documents.
7. Detail – see Administrator's written report.

c. Council Reports:

16. Future Agenda Item Discussion:

17. Public input for items not on the agenda. Comments are limited to 3 minutes.

Correspondence received: Jeremy Chihak email to City Council regarding TIF

18. Next regular council meeting to be held Tuesday, December 12, 2023, at 6:30 p.m. City Hall/Library, Council Room, 480 3rd Avenue, Atkins, IA.

19. Motion to go into closed session pursuant to Iowa Code section 21.5(1)(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.

20. Closed session pursuant to Iowa Code section 21.5(1)(c) to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.

21. Possible action item following closed session concerning the subject matter of the closed session.

22. 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 24, 2023. City Hall and Post Office.