

PUBLIC NOTICE IS HEREBY GIVEN that the following governing body will meet at the date, time, and place herein set out. The tentative agenda for said meeting is as follows:

TENTATIVE AGENDA  
ATKINS CITY COUNCIL  
CITY HALL – 480 3<sup>RD</sup> AVENUE  
TUESDAY, MAY 27, 2025  
6:00 P.M.

1. Call to Order, Roll Call, and Pledge of Allegiance led by Mayor Bruce Visser.
2. Approval of the Agenda by City Council.
3. Citizens' Opportunity to address the Council on any items not on the agenda\*:
  - In conformance with Rules of Procedure and the Iowa Open Meetings law, no action or deliberation can occur on items presented during the Citizens' Forum
  - Please walk to the lectern and state your name and address so the Clerk can properly enter it into the record and the subject of your discussion
  - Speakers are encouraged to limit their comments to no more than three (3) minutes
4. City of Atkins Travel, Training, & Expense Policy:
  - Review by Scott Flory, City Administrator
  - **Motion** to approve **Resolution #2025-05-08** "Approving Travel, Training, & Expense Reimbursement Policy, May 2025" by City Council.
  - Discussion and Consideration of **Motion** by City Council
  - Roll call vote by Mayor Visser
5. RFP for Professional Audit Services for Fiscal Years FY25 through FY 27:
  - Review by Scott Flory, City Administrator
  - **Motion** to approve RFP for Professional Audit Services by City Council.
  - Discussion and Consideration of **Motion** by City Council
  - Roll call vote by Mayor Visser
6. City of Atkins Credit Card Policy:
  - Review of request, Scott L. Flory, City Administrator

- **Motion** to approve **Resolution #2025-05-09** “A Resolution Restating and Amending the Credit Card Policy for the City of Atkins, IA” by City Council.
- Discussion and Consideration of **Motion** by City Council
- Roll call vote by Mayor Visser

7. Fire Station Building Project:

- Project update and review of Change Order #6 by Scott Flory, City Administrator
- **Motion** to approve Change Order #6 by City Council.
- Discussion and Consideration of **Motion** by City Council
- Roll call vote by Mayor Visser

8. Audio/Visual System Upgrade for City Council Meeting/Community Room:

- Introduction by Scott L. Flory, City Administrator
- Review of proposal from Iowa Audio/Video by Mike Holmberg
- **Motion** to approve proposal from Iowa Audio/Video in an amount not to exceed \$11,482.59 and authorizing an initial down payment of \$7,430.92 by City Council.
- Discussion and Consideration of **Motion** by City Council
- Roll call vote by Mayor Visser

9. Purchase of a Vermeer CV SGT Vacuum Excavator Trailer:

- Review of request from Public Works Dept by Scott Flory, City Administrator
- **Motion** to approve purchase from Vermeer for an amount not to exceed \$65,306.08 by City Council.
- Discussion and Consideration of **Motion** by City Council
- Roll call vote by Mayor Visser

10. Consideration of a 3-year lease-purchase agreement for a 2024 CAT 306-07 CR Excavator (\$1,899.50/month) and a 2025 CAT 255-05 Skid-Steer Loader (\$1,329.36/month):

- Review of request from Public Works Dept by Scott Flory, City Administrator
- **Motion** to approve lease-purchase agreement by City Council
- Discussion and Consideration of **Motion** by City Council
- Roll call vote by Mayor Visser

11. City Administrator’s Report:

- City Administrator Public Meet & Greet: May 28<sup>th</sup>, from 5:00 to 6:00 p.m.
- Update on FEMA Derecho Debris Removal Project Funding Request (semi-final): funds received \$226,899.
- Payment & Reimbursement Request #2 for “Fire Station Building Project” to FEMA and Iowa Homeland Security in the amount of \$316,486.43
- Transfer of February 2025 bond proceed funds in an amount of \$375,000 to reimburse the Water Fund for previously approved capital expenditures.
- Update on Personnel Policy Manual review
- Review of City Clerk Position Announcement

12. Mayor’s Report:

13. Consent Agenda:

- Approval of the bills & claims
- Approval of April financial reports (inc. revenue & expense reports, bank reconciliation, and Treasurer’s Report)
- Minutes of May 13, 2025 City Council meeting
- Class B Retail Alcohol License for Dolgencorp, LLC (d/b/a: Dollar General #23186) 402 Stonebrook Drive (renewal)
- **Resolution #2025-05-10** “Approving Watermelon Days Special Events Application for August 8-9, 2025”

14. Other Business:

15. Motion to Adjourn

NEXT REGULAR MEETING – JUNE 10, 2025 at 6:00 P.M.

This notice is given pursuant to Chapter 21.4 (1) of the Code of Iowa

\*Written comments are welcome in advance of the meeting and may be received at the office of the City Clerk in-person, or by email at: [cityclerk@cityofatkins.org](mailto:cityclerk@cityofatkins.org) at Atkins City Hall, 480 Third Avenue, Atkins, IA 52206. Contact the City Clerk’s Office if you plan to speak before the Council on an agenda item and need any special assistance.