

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 3RD AVENUE
TUESDAY, NOVEMBER 25, 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 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. Unfinished Business:
 - A. Ordinance #237, An Ordinance Amending the Code of Ordinances of the City of Atkins, 2005, as amended by adding a new Section 92.09 entitles "Establishing City Utility Accounts; Deposit Required" by City Council:
 - Review of proposal, Scott Flory, City Administrator
 - **Motion** to approve "**Ordinance #237**, An Ordinance Amending the Code of Ordinances of the City of Atkins, 2005, as amended by adding a new Section 92.09 entitles "Establishing City Utility Accounts; Deposit Required" by City Council" by City Council (2nd reading)
 - Discussion and consideration of Motion by City Council.
 - Roll Call Vote by Mayor Visser
5. New Business:
 - A. Fire Station Building Improvement Project:
 - Update and review of Pay Estimate #10, Scott Flory, City Administrator
 - **Motion** to approve Pay Estimate #10 to Garling Construction in the amount of \$451,687 by City Council.

- Discussion and consideration of Motion by City Council.
- Roll Call Vote by Mayor Visser

B. Updated City of Atkins Employee Handbook/Personnel Policy Manual:

- Review of request by Scott Flory, City Administrator
- **Motion** to approve **Resolution #2025-11-06**, A “Resolution to approve the Employee Handbook/Personnel Policy Manual” by City Council.
- Discussion and consideration of Motion by City Council
- Roll Call Vote by Mayor Visser

C. 2025 Annual Tax-Increment Financing Certification for FY 2027:

- Review by Scott Flory, City Administrator
- **Motion** to approve **Resolution #2025-11-07**, A “Resolution approving 2025 TIF Certification” by City Council.
- Discussion and consideration of Motion by City Council.
- Roll Call Vote by Mayor Visser

D. FY 2025 Annual Urban Renewal Report:

- Review by Scott Flory, City Administrator
- **Motion** to approve **Resolution #2025-11-08**, A “Resolution approving the Fiscal Year 2025 Annual Urban Renewal Report for the Year Ended June 30, 2025; for the City of Atkins, Benton County, Iowa” by City Council.
- Discussion and consideration of Motion by City Council.
- Roll Call Vote by Mayor Visser

E. FY 2025 Annual Financial Report:

- Review by Scott Flory, City Administrator
- **Motion** to approve **Resolution #2025-11-09**, A “Resolution approving the Annual Financial Report (AFR) for the Year Ended June 30, 2025; for the City of Atkins, Benton County, Iowa” by City Council.
- Discussion and consideration of Motion by City Council.
- Roll Call Vote by Mayor Visser

6. City Administrator’s Report:

- Update on FY 2025 Municipal Audit – Bohnsack & Frommelt
- Code of Ordinances update – proposal from Iowa Codification
- Review of Water/Wastewater Position Announcement
- Update on Solid Waste & Recycling transition to new hauler
- Update on newly Elected Officials Open Meetings/Open Records Training

7. Mayor's Report:

8. Consent Agenda:

- Approval of the abstract of the bills & claims as submitted
- Approval of November 10, 2025, City Council meeting minutes

9. Other Business:

10. Motion to Adjourn

NEXT REGULAR MEETING – DECEMBER 9, 2025 at 6:00 P.M.

This notice is given pursuant to Chapter 21.4 (1) of the Code of Iowa and of the local Rules & Procedures of the Governing Body

**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 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.*

Note: Some members may participate by telephone, per Section 21.8 of the Code of Iowa