

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  
THURSDAY, DECEMBER 18, 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:
5. New Business:
  - A. City of Atkins Employee Safety Manual (12-18-25):
    - Introduction by Scott Flory, City Administrator
    - Review of Safety Manual, Sarah Allender, TrueNorth Companies
    - **Motion to approve Resolution 2025-12-05**, “A Resolution approving an Employee Safety Manual” by City Council.
    - Discussion and consideration of Motion by City Council.
    - Roll Call Vote by Mayor Visser
  - B. Renewal of Law Enforcement Agreement with Benton County Sheriff's Office:
    - Review of request by Scott Flory, City Administrator
    - **Motion to approve Resolution #2025-12-06**, A “Resolution approving a 28E Agreement with the Benton County Sheriff's Office for law enforcement services for FY 27” by City Council.
    - Discussion and consideration of Motion by City Council
    - Roll Call Vote by Mayor Visser

6. City Administrator's Report:

- Posting of position announcement for Water/Wastewater Superintendent/Public Works Director
- City Holiday hours: Christmas Eve 7:00 a.m. to 2:00 p.m.; closed Christmas Day; and Day-after Christmas 8:00 a.m. to 3:00 p.m.
- Meeting for Office Furniture for Fire dept, City Hall and Library
- New graphics with office hours for City Hall front door

7. Mayor's Report:

8. Consent Agenda:

- Approval of the abstract of the bills & claims as submitted
- Approval of December 9, 2025, City Council meeting minutes

9. Other Business:

10. Motion to Adjourn

NEXT REGULAR MEETING – JANUARY 13, 2026 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](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.*

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