

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, JANUARY 13, 2025
6:00 P.M.

1. Call to Order, Roll Call, and Pledge of Allegiance led by Mayor Brian Cruise
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 front and state your name and address and the subject of your discussion
 - Speakers are encouraged to limit their comments to three (3) minutes
4. Unfinished Business:
5. New Business:
 - A. Fire Station Building Improvement Project:
 - Review by Scott Flory, City Administrator
 - **Motion** to approve Pay Application #11 to Garling Construction and Furniture and Fixtures quote from Duet Resource Group through State bid by City Council.
 - Discussion and consideration of Motion by City Council.
 - Voice vote by Mayor Cruise
6. City Administrator's Report:
 - Update on Public Works Director/Water & Wastewater Superintendent Position Announcement
 - Transition to S & J Sanitation for trash & recycling (effective 1/7/26)
 - Request for Proposals for City Website upgrade
 - Department Budget Requests for FY 26 amended and FY 27
 - Linn County BOS Rezoning hearing for Duane Arnold Plant (1/5/26)

7. Mayor's Report:

- Appointment of Council Member David Fisher as Mayor Pro-Tem
- Appointment of City Council Member Bob Stolen as City Liaison to Benton County Landfill Committee and Benton County Conservation Committee replacing Bruce Visser.
- Proclamations issued for Iowa Army National Guard SSG Howard and Torres-Tovar

8. Consent Agenda:

- Approval of the abstract of the bills & claims as submitted
- Approval of December 18, 2025, City Council meeting minutes
- Approval of Financial Reports for December, 2025: Bank Reconciliation, Revenue & Expense Reports, and Treasurer Report
- Approval of Cedar Rapids Gazette as Official Newspaper of the City for legal publications
- Approval of Class "C" Retail Alcohol License for The Corner Taproom LLC (76 Main Avenue) (renewal)
- Set date for Mayor & Council to host a Citizens' Communication Meeting on January 24, 2026, at 8:30 a.m., at City Hall, to hear Citizen issues and provide general policy and information as to issues brought up by Citizens. No action will be taken except for the potential placement of an item on a future City Council agenda, as appropriate.**

9. Other Business:

10. Motion to Adjourn

NEXT REGULAR MEETING – JANUARY 27, 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 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.*

*** As City Council members may attend this meeting in numbers that could constitute a quorum an agenda will be posted.*

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



December 18th, 2025

Honorable Mayor and City Council, City of Atkins, 480 3rd Ave, Atkins, Iowa 52206

RE: Atkins Fire Station
Garling Construction Payment Application 11

Honorable Mayor and Council:

Following is our review of Payment Application 11 for the Atkins Fire Station dated November 13th, 2025.

Included in this Payment Application:

1. Work
 - a. General Requirements – Work associated with construction administration and equipment.
 - b. Sitework/Demo – Completion of retaining walls.
 - c. Concrete – East/west apron paving.
 - d. Masonry – None.
 - e. Metals – None.
 - f. Woods & Plastics – Completion of framing/blocking. Installation of casework.
 - g. Thermal & Moisture – Caulking and brake metal around doors, windows, and metal panel.
 - h. Doors & Windows – Completion of overhead door installation. Hollow metal door preparation for painting.
 - i. Finishes – Completion of interior stud wall framing. Installing and painting drywall.
 - j. Specialties – Complete installation of canopy. Restroom accessories.
 - k. Furnishings – None.
 - l. Special Construction – None.
 - m. Mechanical – Material and labor associated installing and routing plumbing and ductwork. Setting control and sprinkler lines.
 - n. Electrical – Setting electrical gear and cable reels. Work associated with site electrical and utility installation. Access control, security, and network installation.
2. Stored Materials
 - a. None.

Solum Lang Architects, LLC certifies the attached Payment Application.

Respectfully Submitted,

A handwritten signature in black ink that reads "Michael Fritz".

Michael Fritz
Intern Architect
SOLUM LANG ARCHITECTS, LLC

CONTINUATION SHEET AIA DOCUMENT G703 PROJECT: 54259 REGULAR ITEMS												
AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached. In tabulations below, amounts are stated to the nearest doll Use Column L on Contracts where variable retainage for lin												
APPLICATION NO: 11 INVOICE NO: 003603 PROJECT NO: 54259 ARCHITECT PROJECT NO:												
CONTRACT DATE: 1/21/2025 FROM: 11/1/2025 TO: 11/30/2025												
A	B	C	D	E	F	G	H	I	J	K	L	M
ITEM NO	DESCRIPTION OF WORK	BILLING CODES	SCHEDULED VALUE	PREVIOUS APPLICATION	PERCENT COMPLETE	WORK IN PLACE	STORED MATERIALS	PERCENT COMPLETE	STORED TO DATE	COMPLETE	BALANCE	RETAINAGE
1	GENERAL REQUIREMENTS											
2	Bonds/Insurance		26,000.00	26,000.00	100%				26,000.00	100%		1,300.00
3	PM/Supr/Admin		210,000.00	168,000.00	80%	14,700.00		7%	182,700.00	87%	27,300.00	9,135.00
4	Temp Facilities/Equip/Clean		24,000.00	24,000.00	100%				24,000.00	100%		1,200.00
5	SITEWORK/DEMO											
6	Layout/Swppp		24,000.00	24,000.00	100%				24,000.00	100%		1,200.00
7	Mass Excavation		198,000.00	198,000.00	100%				198,000.00	100%		9,900.00
8	Landscape/Retain Wall/Fence		20,000.00	10,000.00	50%	5,000.00		25%	15,000.00	75%	5,000.00	750.00
9	CONCRETE											
10	Structural Concrete		235,000.00	235,000.00	100%				235,000.00	100%		11,750.00
11	Site Paving		165,000.00	41,250.00	25%	90,750.00		55%	132,000.00	80%	33,000.00	6,600.00
12	Joint Seal/Stripping/Misc.		14,000.00	700.00	5%				700.00	5%	13,300.00	35.00
13	MASONRY											
14	Masonry		48,000.00	48,000.00	100%				48,000.00	100%		2,400.00
15	METALS											
16	Structural Steel Material		26,000.00	26,000.00	100%				26,000.00	100%		1,300.00
17	Structural Steel Labor		55,000.00	55,000.00	100%				55,000.00	100%		2,750.00
18	CFMF Material		44,000.00	44,000.00	100%				44,000.00	100%		2,200.00
19	CFMF Labor		58,000.00	58,000.00	100%				58,000.00	100%		2,900.00
20	WOODS & PLASTICS											
21	Framing		32,000.00	28,800.00	90%	3,200.00		10%	32,000.00	100%		1,600.00
22	Finishes		10,000.00			5,000.00		50%	5,000.00	50%	5,000.00	250.00
23	THERMAL & MOISTURE											
24	Waterproofing		36,000.00	36,000.00	100%				36,000.00	100%		1,800.00
25	Insulation/Caulking		39,000.00	23,400.00	60%	11,700.00		30%	35,100.00	90%	3,900.00	1,755.00
26	Break Metal		12,000.00	8,400.00	70%	2,400.00		20%	10,800.00	90%	1,200.00	540.00
27	DOORS & WINDOWS											
28	HM Doors		79,000.00	55,300.00	70%	7,900.00		10%	63,200.00	80%	15,800.00	3,160.00
29	OH Doors		77,000.00	69,300.00	90%	7,700.00		10%	77,000.00	100%		3,850.00
30	Coiling Doors		4,000.00								4,000.00	
31	Aluminum Frames/Glazing		55,000.00	48,750.00	75%				48,750.00	75%	16,250.00	2,437.50
32	FINISHES											
33	SS Framing		43,000.00	40,850.00	95%	2,150.00		5%	43,000.00	100%		2,150.00
34	Drywall		62,000.00	15,500.00	25%	21,700.00		35%	37,200.00	60%	24,800.00	1,860.00
35	ACT		13,000.00								13,000.00	
PAGE TOTALS			\$1,619,000.00	\$1,284,250.00	79%	\$172,200.00		11%	\$1,456,450.00	90%	\$162,550.00	\$72,822.50
REGULAR ITEM TOTALS			\$3,376,000.00	\$2,577,800.00	76%	\$283,500.00		8%	\$2,861,300.00	85%	\$514,700.00	\$143,065.00
CHANGE ORDERS			\$10,719.95	\$5,965.48	56%				\$5,965.48	56%	\$4,754.47	\$298.27
GRAND TOTALS			\$3,386,719.95	\$2,583,765.48	76%	\$283,500.00		8%	\$2,867,265.48	85%	\$519,454.47	\$143,363.27

MODIFIED AIA G703 - CONTINUATION SHEET FOR G702

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing
 Contractor's signed Certification is attached.
 In tabulations below, amounts are stated to the nearest dollar.
 Use Column L on Contracts where variable retainage for line

ITEM NO	DESCRIPTION OF WORK	BILLING CODES	SCHEDULED VALUE	PREVIOUS APPLICATION		COMPLETED THIS MONTH		TOTAL COMPLETE AND STORED TO DATE		BALANCE TO FINISH	
				AMOUNT	PERCENT COMPLETE	WORK IN PLACE	STORED MATERIALS	AMOUNT	COMPLETE	BALANCE	RETAINAGE
71	Site Electrical and Utility		46,000.00	36,800.00	80%	4,600.00		41,400.00	90%	4,600.00	2,070.00
72	Fire Alarm		21,000.00	18,900.00	90%			18,900.00	90%	2,100.00	945.00
73	Access Control		24,000.00	12,000.00	50%	4,800.00		16,800.00	70%	7,200.00	840.00
74	Security		8,000.00	4,000.00	50%	1,600.00		5,600.00	70%	2,400.00	280.00
75	Network		32,000.00	16,000.00	50%	6,400.00		22,400.00	70%	9,600.00	1,120.00
76	Audio Video		16,000.00	11,200.00	70%			11,200.00	70%	4,800.00	560.00
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PAGE TOTALS			\$147,000.00	\$98,900.00	67%	\$17,400.00		\$116,300.00	79%	\$30,700.00	\$5,815.00
REGULAR ITEM TOTALS			\$3,376,000.00	\$2,577,800.00	76%	\$283,500.00		\$2,861,300.00	85%	\$514,700.00	\$143,065.00
CHANGE ORDERS			\$10,719.95	\$5,965.48	56%			\$5,965.48	56%	\$4,754.47	\$298.27
GRAND TOTALS			\$3,386,719.95	\$2,583,765.48	76%	\$283,500.00		\$2,867,265.48	85%	\$519,454.47	\$143,363.27

ITEM	IMAGE	QTY	PRODUCT NUMBER/DESCRIPTION	UNIT PRICE	EXTENDED
STATE OF IOWA DELIVERED AND INSTALLED CONTRACT DISCOUNT APPLIED OT0046386A				SUBTOTAL	\$103,841.76
				KI Estimated Surcharge	\$2,343.14
				Peter Pepper Estimated Freight	\$925.00
				Clarus Estimated Freight	\$1,011.00
GRAND TOTAL					\$108,120.90

SUBTOTALS BY ROOM/AREA

102 Lobby	\$10,363.84
103 Office	\$8,396.01
106 Print & Storage	\$2,454.68
107 Radio	\$8,988.60
112 RR1	\$554.00
114 RR2	\$554.00
115 Office	\$7,951.99
116 Office	\$7,951.99
117 Storage	\$1,721.08
118 Storage	\$6,313.92
120 Training	\$34,868.61
124 EMS Storage	\$4,214.36
125 Apparatus Bay	\$4,986.63
201 Mezzanine	\$4,522.05
Freight/Install/Surcharges	\$4,279.14
GRAND TOTAL	\$108,120.90

CUSTOMER ORDER ACCEPTANCE

PLEASE REVIEW THIS QUOTATION AND NOTIFY US PROMPTLY OF ANY CORRECTIONS REQUIRED.
THANK YOU FOR THE OPPORTUNITY TO BE OF SERVICE!

To ensure your Purchase Order (PO) is processed quickly and efficiently, please adhere to the following requirements:

1. All purchase orders must be issued to:
Duet Resource Group/DJMI
224 South 1st Street
Milwaukee, WI 53204

Changes to quantities and/or options/finishes will affect this quote. If applicable, other charges such as freight, tax, installation and/or delivery fees may be added at time of order. This quotation is valid for 30 days, starting on the date shown in the quote header. For updated pricing, please contact your sales representative.

Terms & Conditions:

ORDER SUBMISSION: All orders require either (a) a purchase order referencing your quotation with exact specifications (quantity, finish options, price) or (b) a signed quote or (c) a signed authorization letter on customer letterhead accepting the quoted terms. Submission of any of these documents constitutes acceptance of these terms.

ORDER CHANGES/CANCELLATIONS: Purchase orders acknowledged by Duet cannot be modified or canceled without Duet's written consent and will be subject to a cancellation or change order fee. Custom orders cannot be changed or canceled under any circumstances.

INVOICING: An invoice will be created when product ships. If an order does not require installation (i.e., a drop ship order), multiple shipments may result in more than one invoice.

TAXES: Applicable sales tax will be added to invoices unless a valid tax exemption certificate is provided with order submission.

PAYMENT TERMS: 50% deposit required upon order placement (including 50% of applicable taxes)
Deposit submission constitutes agreement to proceed per quoted terms
50% billed upon product shipment
Invoice is due upon receipt

CONSTRUCTION/INSTALLATION DELAYS: Duet cannot be responsible for delays in the construction schedule. The installation site must be free and clear of other trades (unless previously discussed), or additional labor charges may apply.

WAREHOUSING: Installation delayed due to construction, customer request, or any other reason not within Duet's control may incur storage/warehousing and additional delivery charges due to double handling.

FINANCE CHARGES: A 1.5% monthly finance charge applies to unpaid balances after due date.

SURCHARGES: Duet reserves the right to apply manufacturer-imposed tariff, freight, and/or fuel surcharges to customer orders.

CREDIT CARDS: A 3.5% processing fee applies to all credit card payments.

Signature: _____

Date: _____

Name: _____

PO Total: \$ _____



224 South 1st Street
Atlanta, GA 30304
P: 404.273.3838

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City of Atkins Fire Station Atkins, IA

Sheet:

Furniture Plan

Revisions:

Date: 12.04.2025

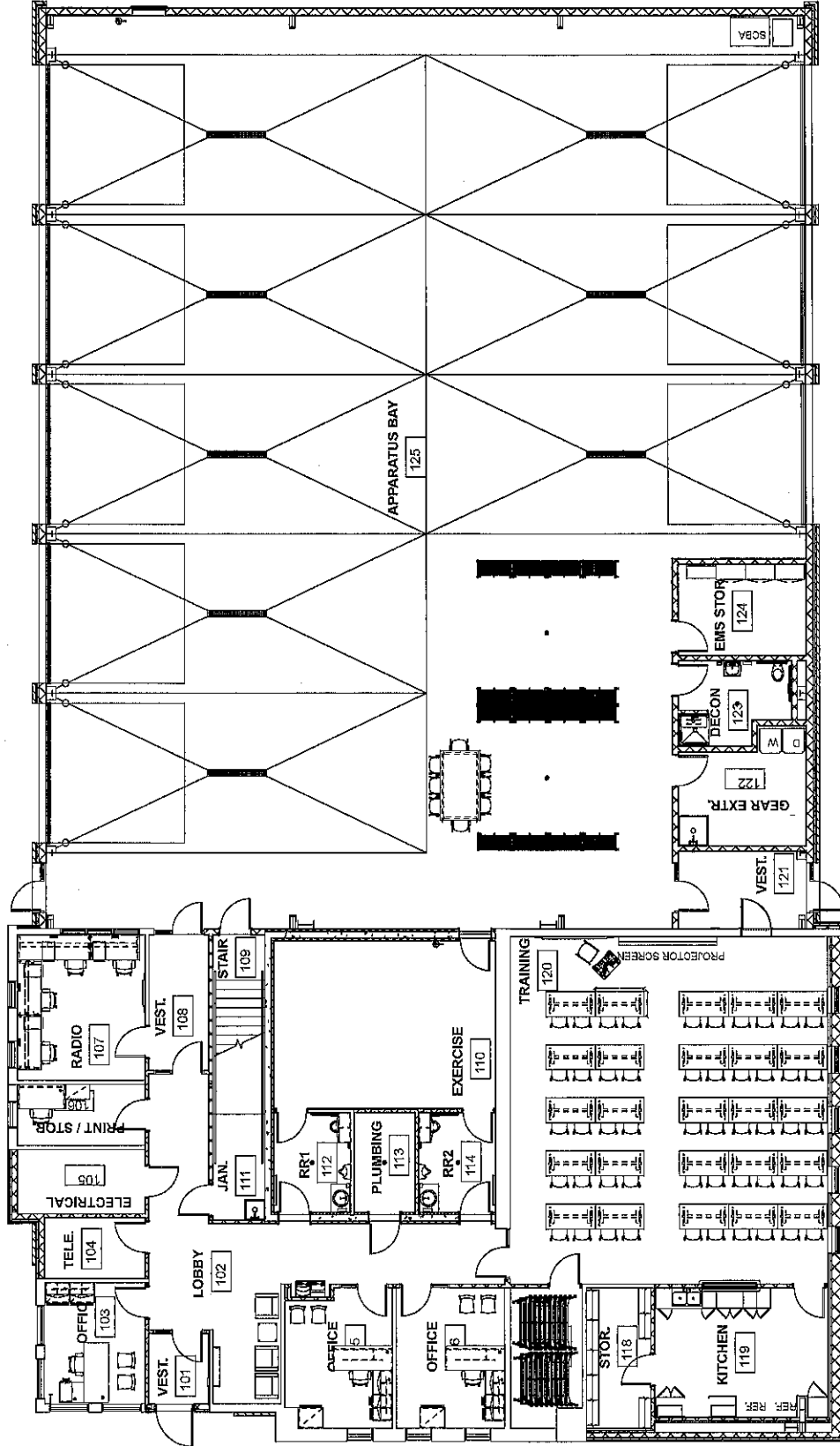
Mandi Wiltz

Sophia Gille

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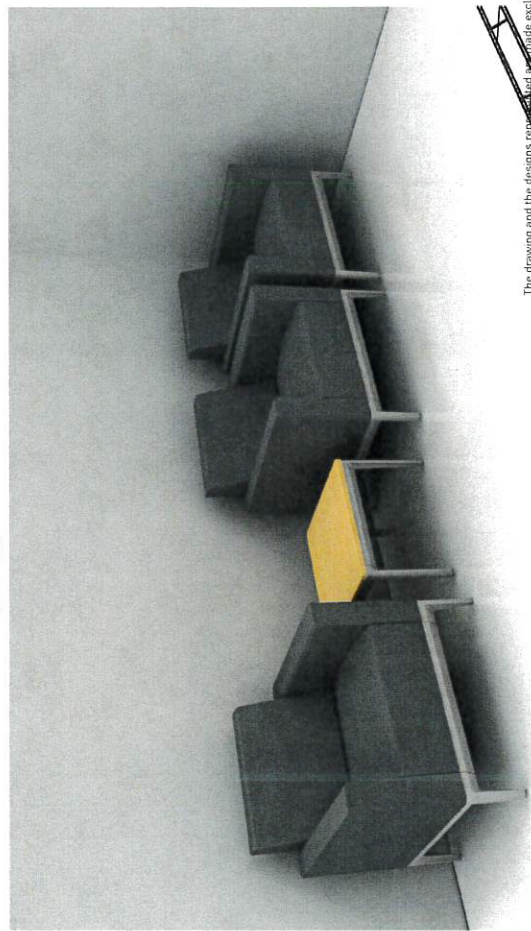
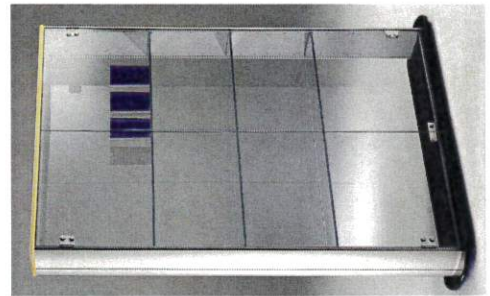
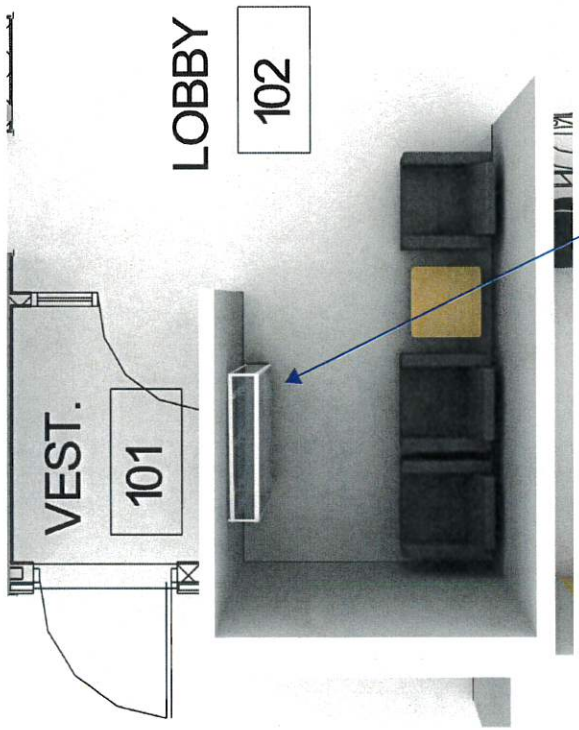
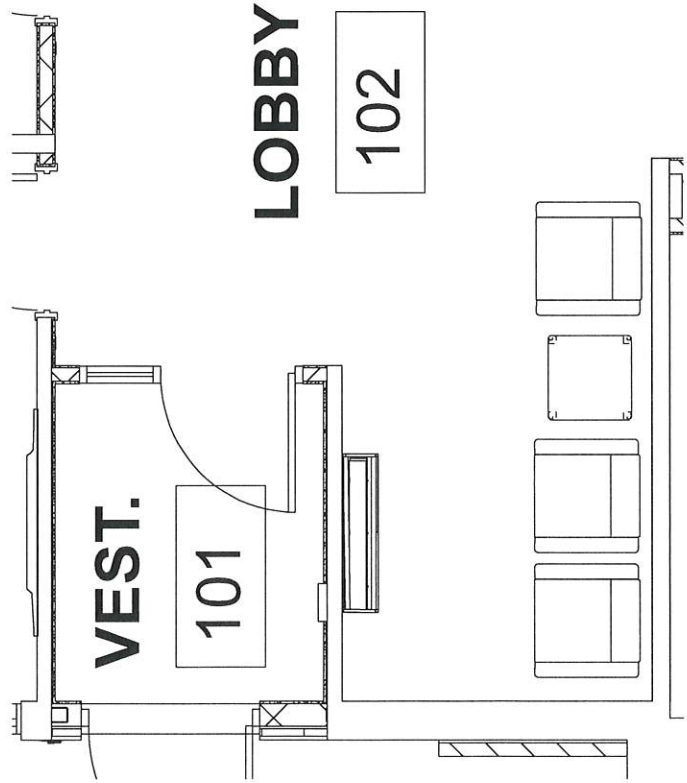
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Plan North
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1 Furniture Plan
Scale: 3/32" = 1'-0"



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City of Atkins
Fire Station
Atkins, IA

1 Furniture Plan
Scale: 3/8" = 1'-0"

Sheet:

Furniture Plan
102 Lobby

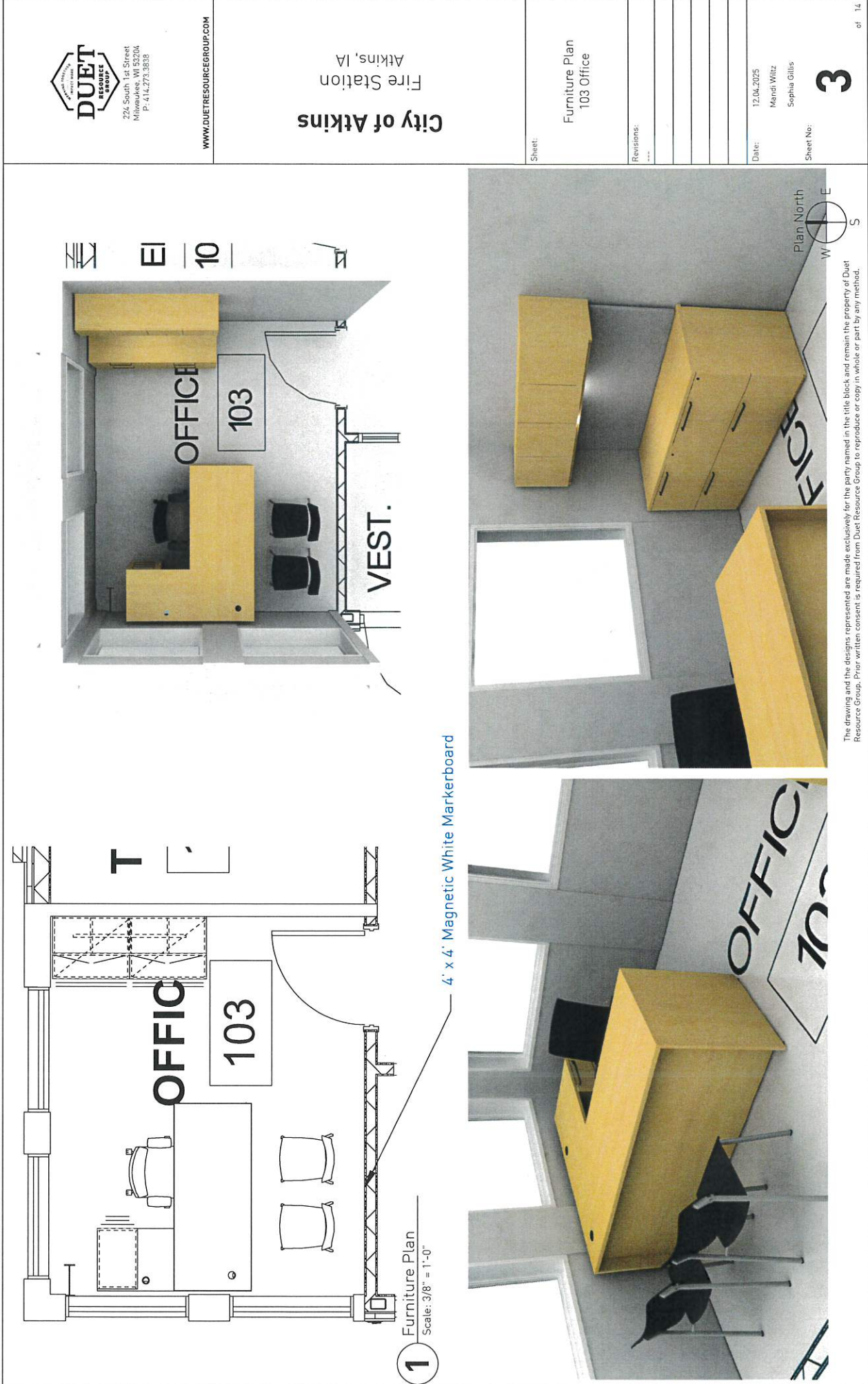
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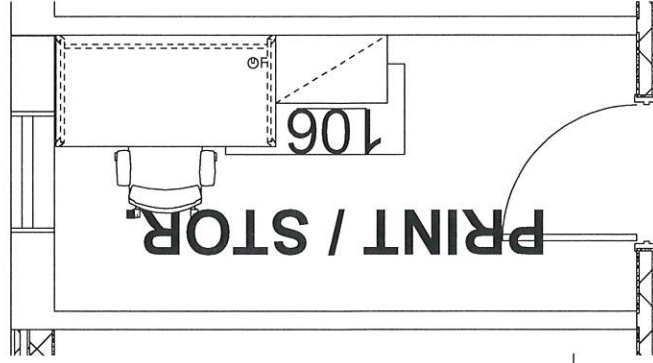
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Sophia Gillis

Sheet No:

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1 Furniture Plan
Scale: 3/8" = 1'-0"



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City of Atkins
Fire Station
Atkins, IA

Sheet:

Furniture Plan
106 Print / Stor.

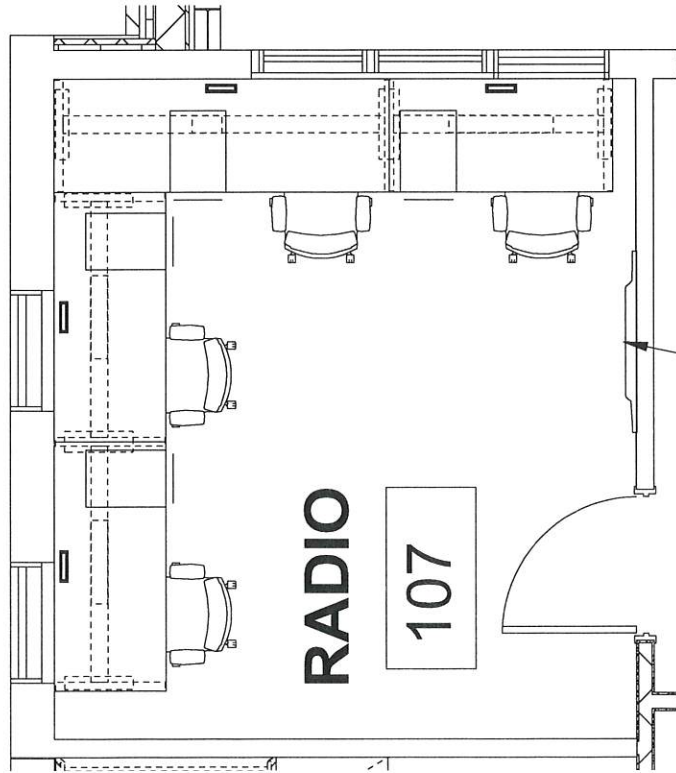
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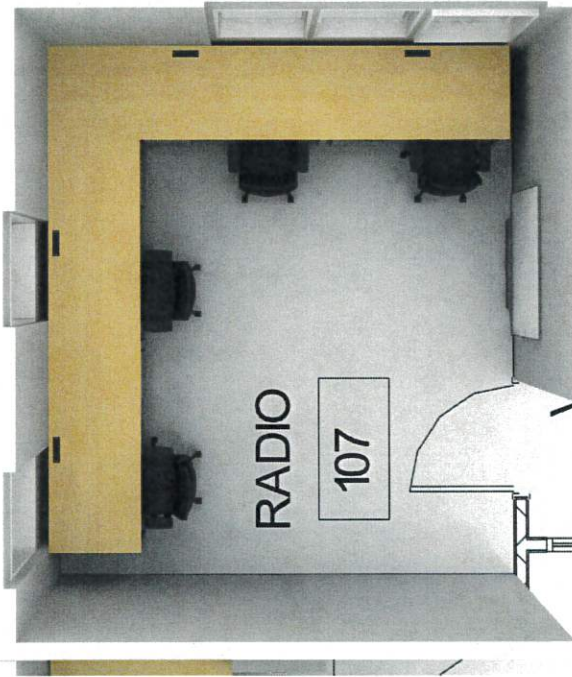
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1 Furniture Plan
Scale: 3/8" = 1'-0"

4' x 4' Magnetic White
Markerboard



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City of Atkins
Fire Station
Atkins, IA

Sheet:

Furniture Plan
107 Radio

Revisions:

Date: 12.04.2025

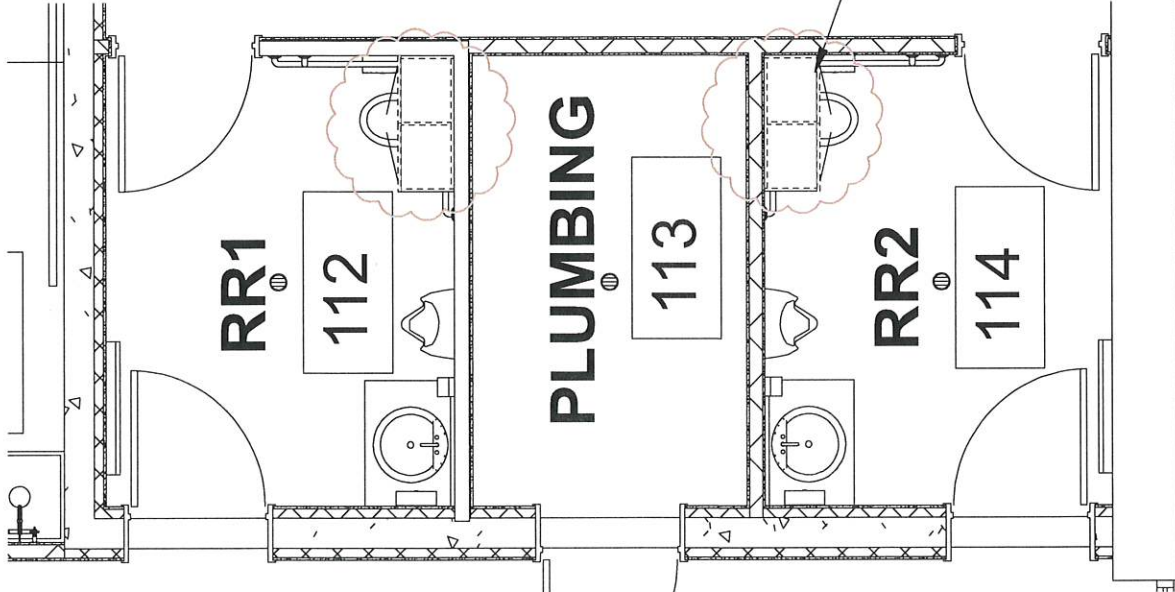
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Sophia Gillis

Sheet No.

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1 Furniture Plan
Scale: 3/8" = 1'-0"

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City of Atkins
Fire Station
Atkins, IA

Sheet:

Furniture Plan
112 RR1 & 114 RR2

Revisions:

Date:

12.04.2025

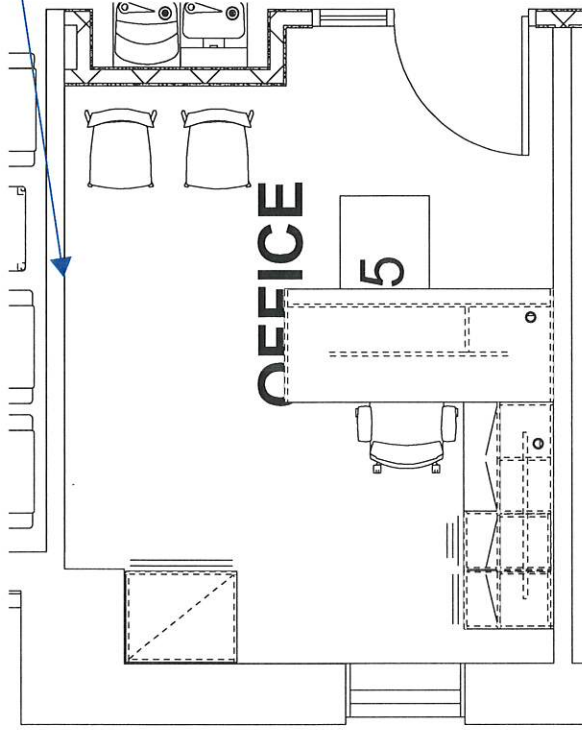
Mandi Wiltz

Sophia Gillis

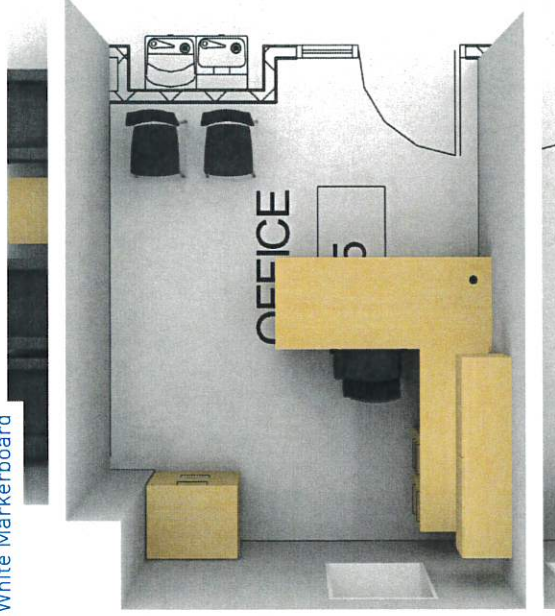
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4' x 4' Magnetic White Markerboard

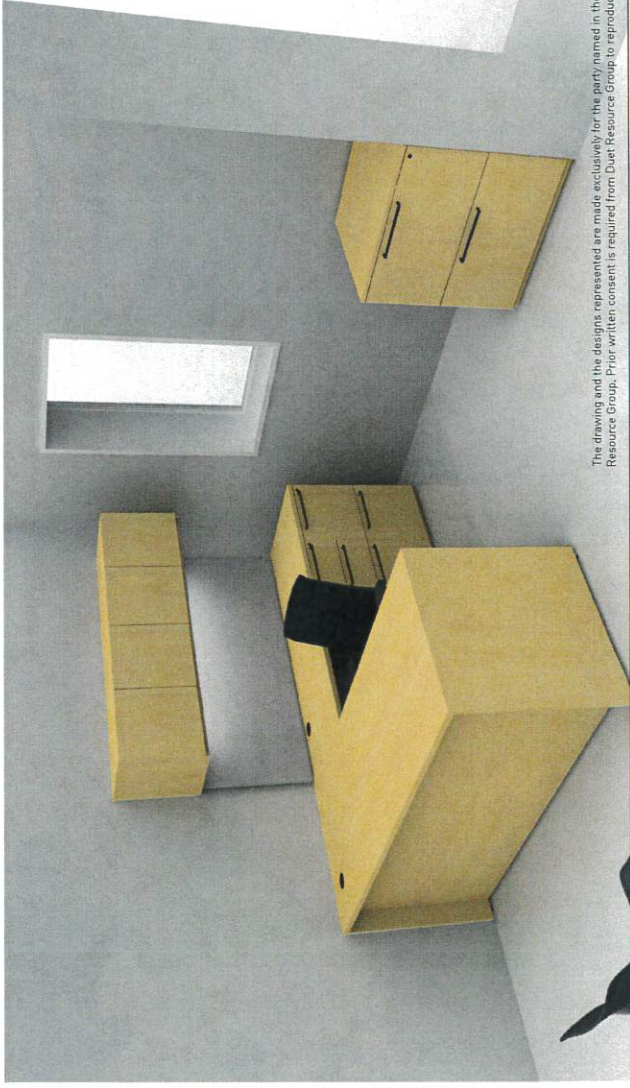


1 Furniture Plan

Scale: 3/8" = 1'-0"



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City of Atkins
Fire Station
Atkins, IA

Sheet:

Furniture Plan
115 Office

Revisions:

Date: 12.04.2025

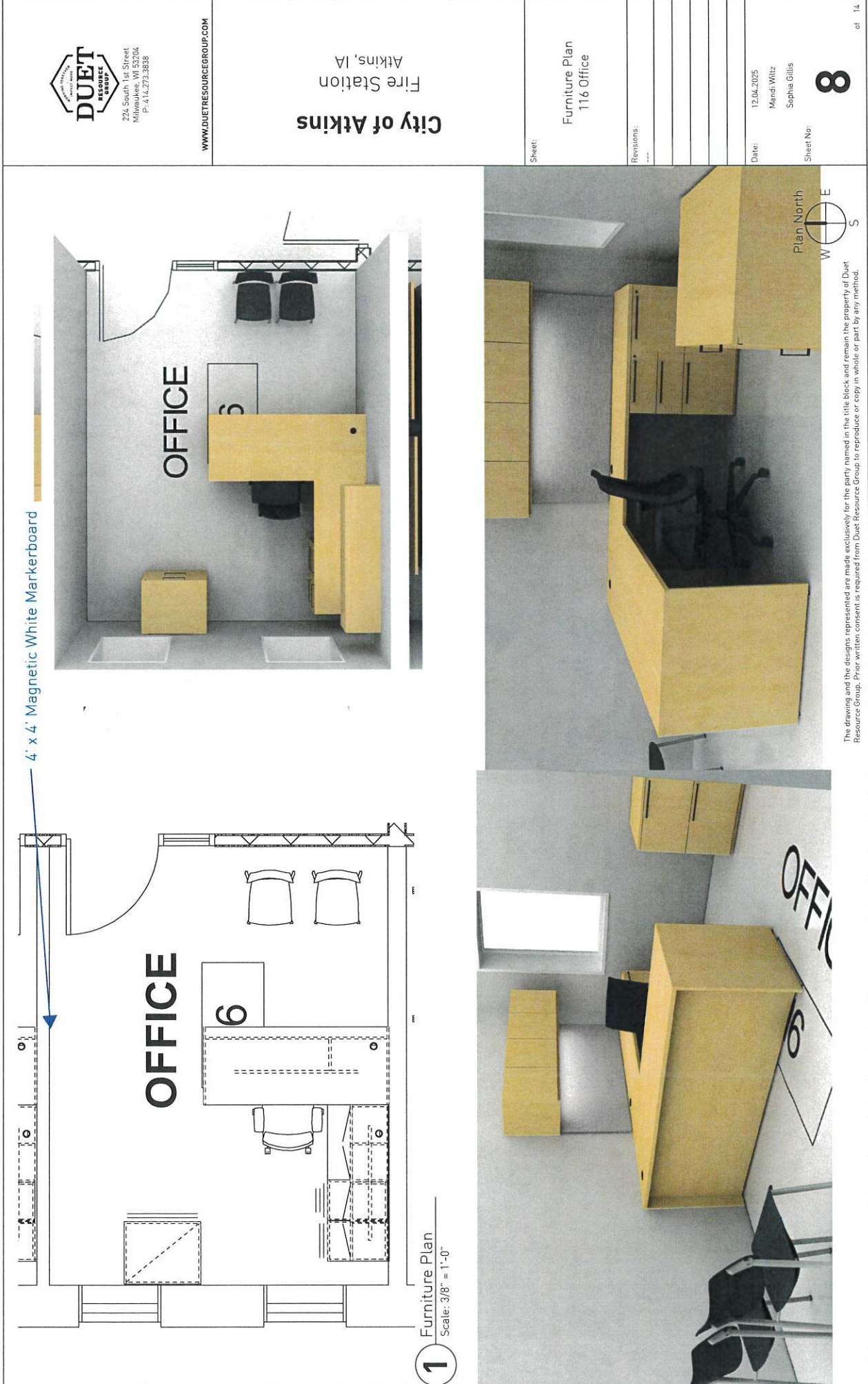
Mandi Wiltz

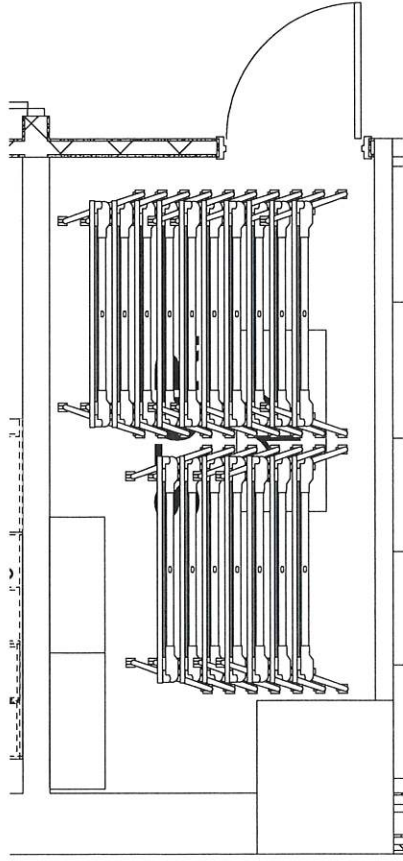
Sophia Gillis

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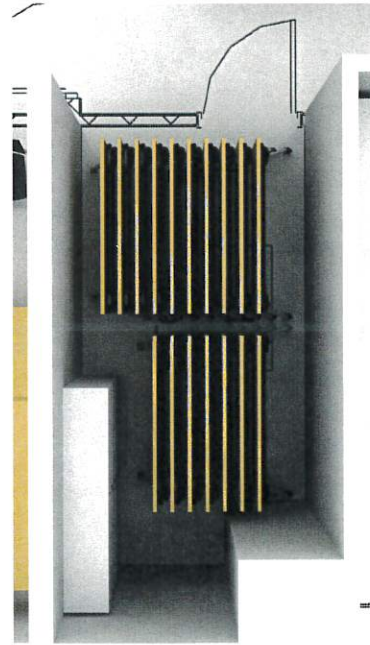
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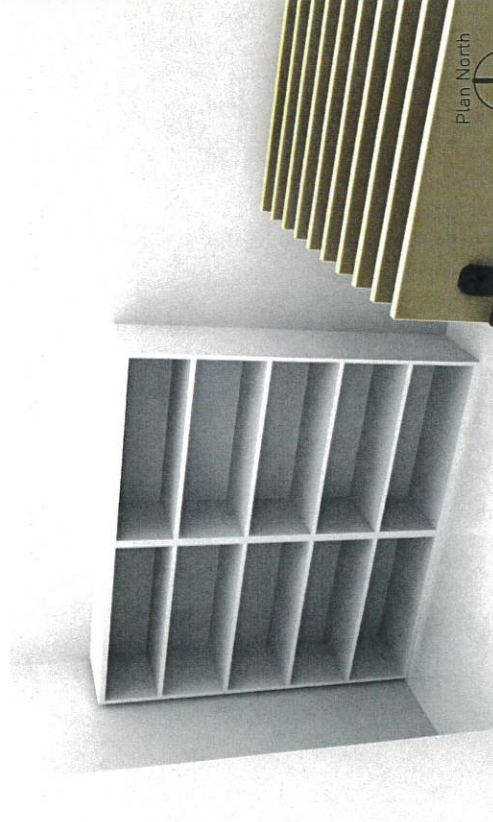
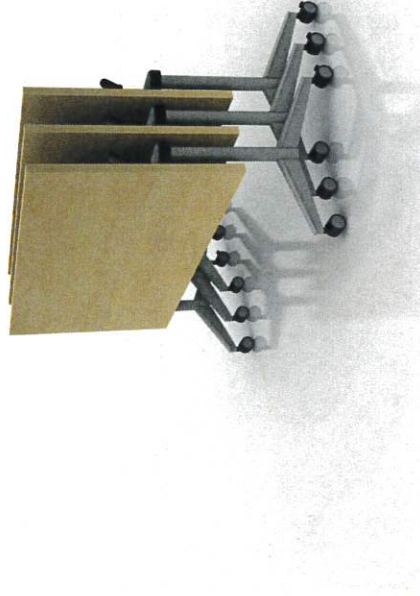




1 Furniture Plan
Scale: 3/8" = 1'-0"



Roughly 17 of the 25 tables will nest and fit into this storage room.



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City of Atkins
Fire Station
Atkins, LA

Sheet:

Furniture Plan
117 Storage

Revisions:

Date: 12.04.2025

Mandi Wiltz

Sophia Gillis

Sheet No:

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of 14



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City of Atkins
Fire Station
Atkins, IA

Sheet:

Furniture Plan
118 Storage

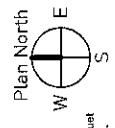
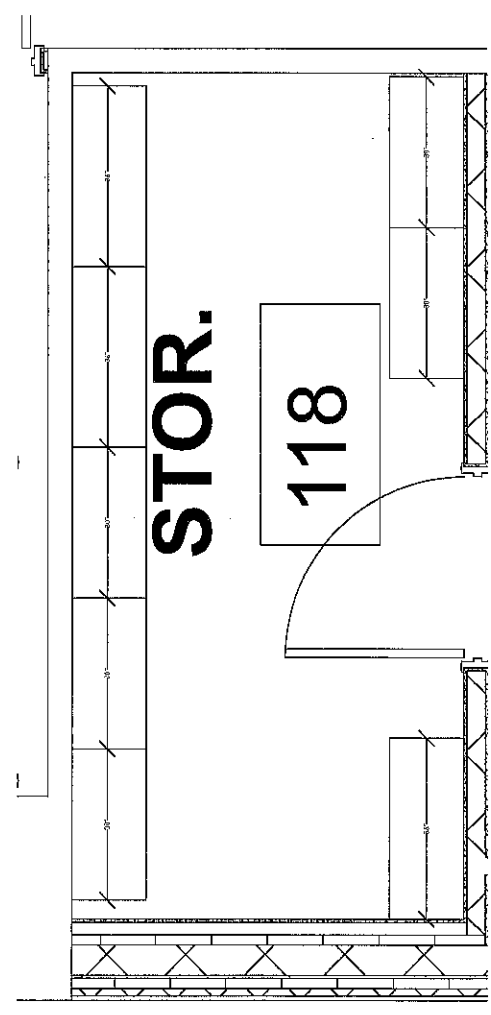
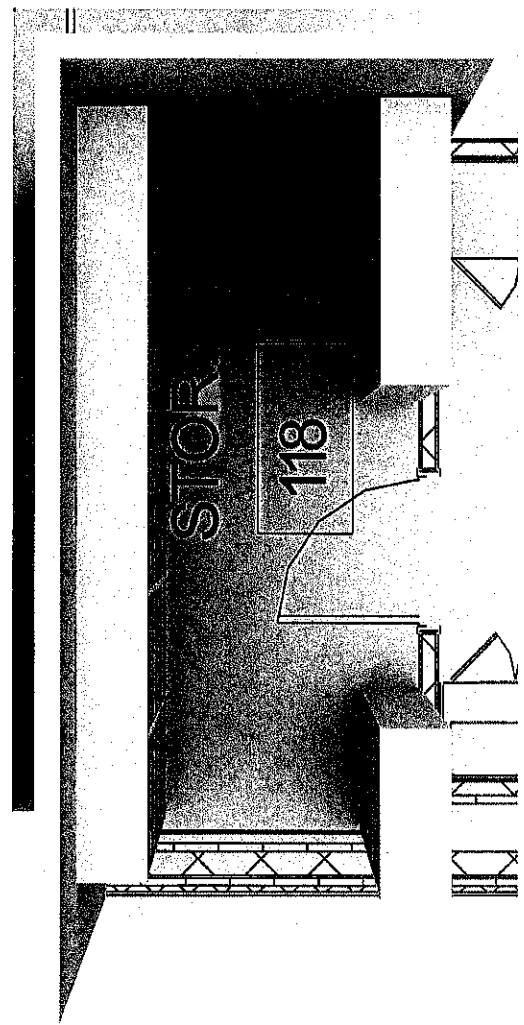
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Sophia Gillis

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1 Furniture Plan
Scale: 1/2" = 1'-0"

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City of Atkins Fire Station Atkins, IA

Sheet:

Furniture Plan
120 Training

Revisions:

Date: 12.04.2025

Mandi Wiltz

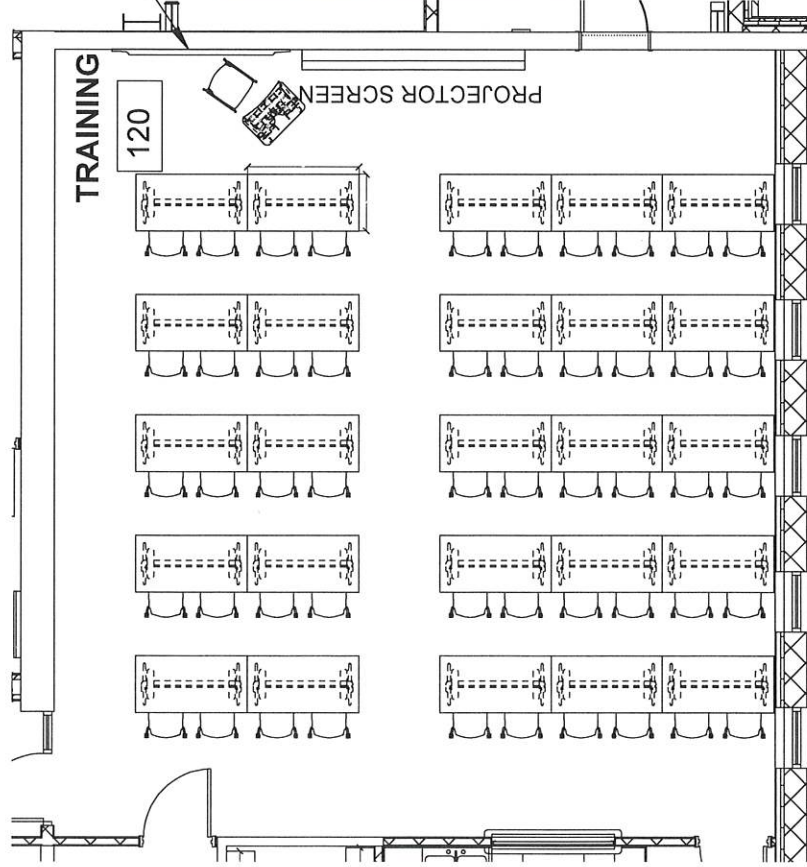
Sophia Gillis

Sheet No:

11

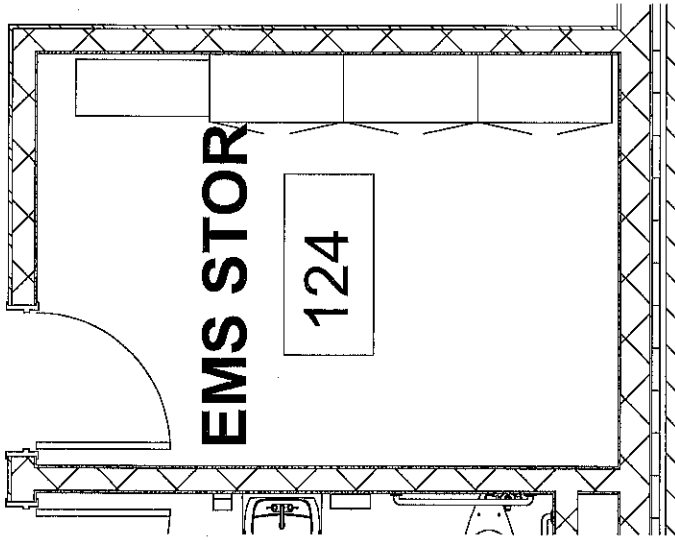
of 14

4' x 8' Magnetic White Markerboard

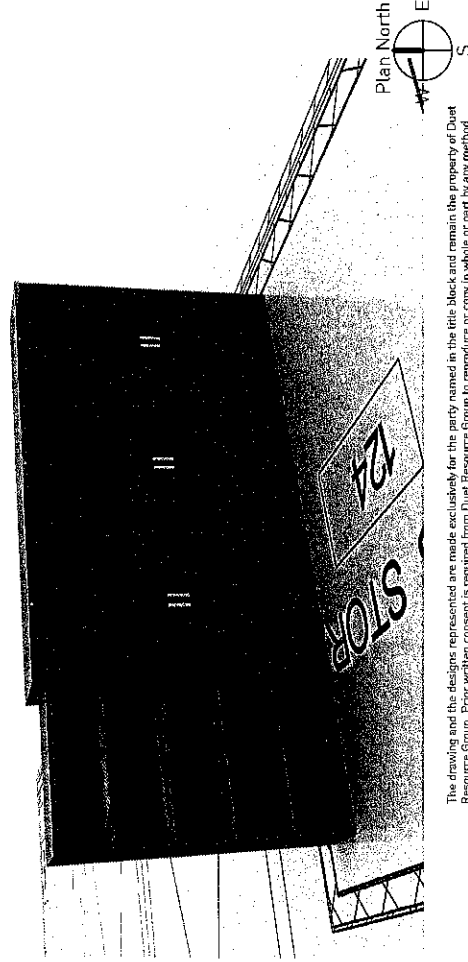
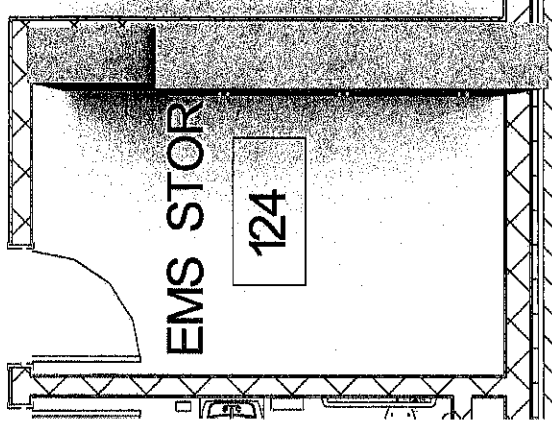


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1 Furniture Plan
Scale: 3/16" = 1'-0"



1 Furniture Plan
Scale: 3/8" = 1'-0"



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City of Atkins
Fire Station
Atkins, IA

Sheet:

Furniture Plan
124 EMS Storage

Revisions:

Date: 12.04.2025

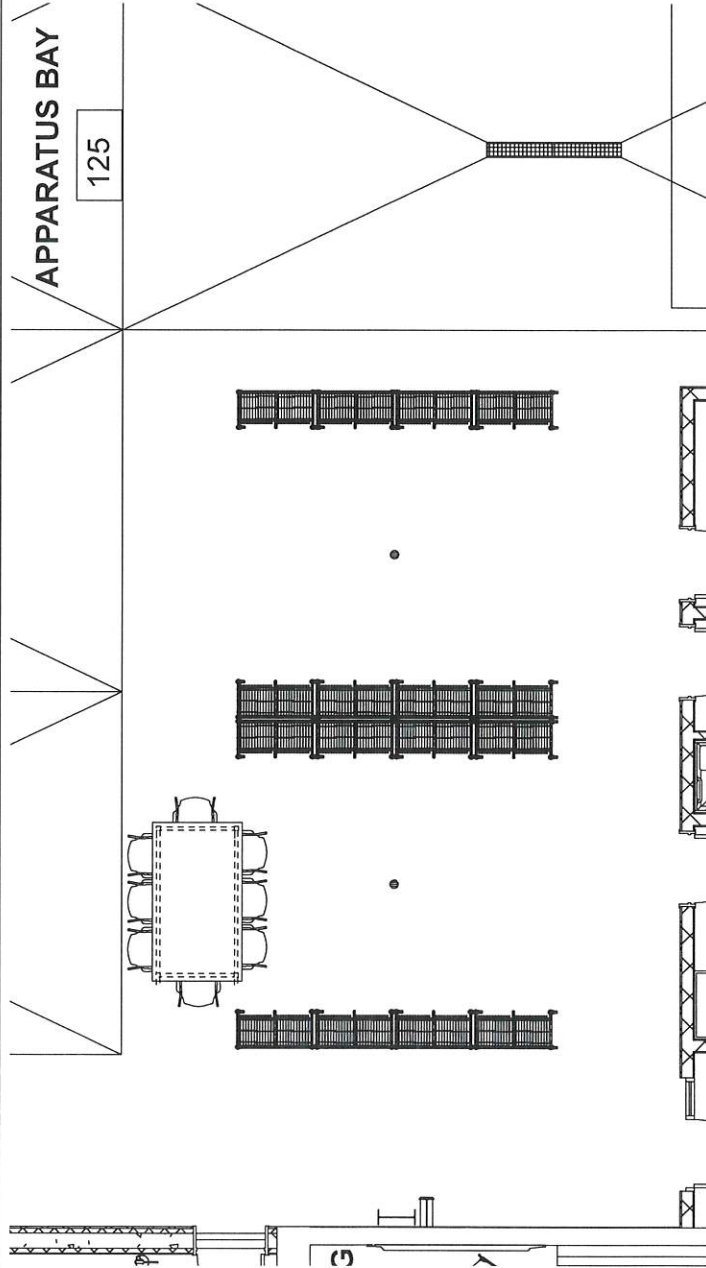
Mandi Wilz

Sophia Ellis

Sheet No:

12

of 14



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City of Atkins Fire Station Atkins, LA

Sheet:

Furniture Plan
125 Apparatus Bay

Revisions:

Date:

12.04.2025

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Sophia Gillis

Sheet No:

13



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City of Atkins Fire Station Atkins, IA

Sheet:

Furniture Plan
201 Mezzanine

Revisions:

Date: 12.04.2025

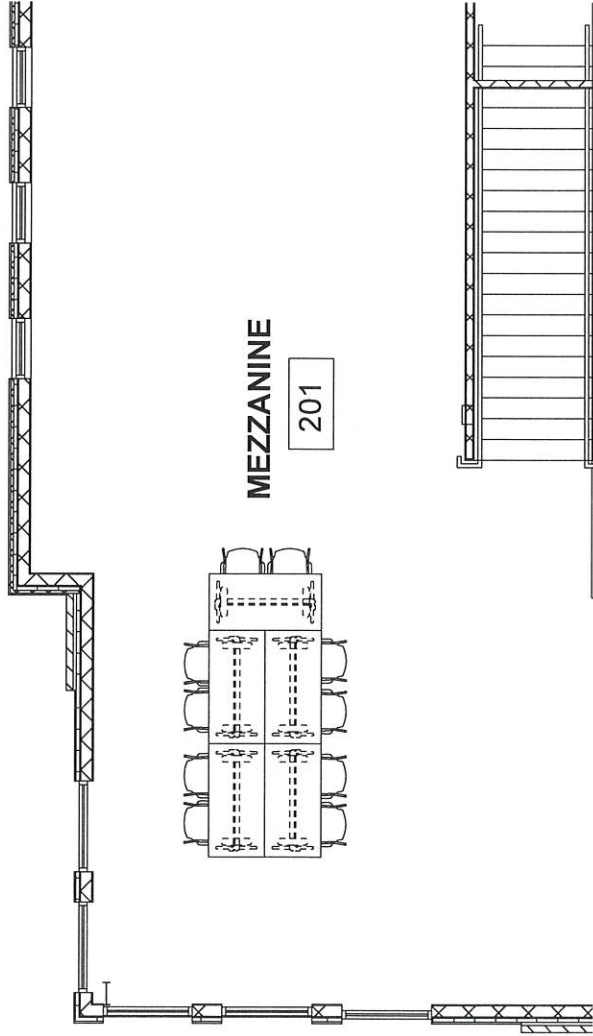
Mandi Wiltz

Sophia Gillis

Sheet No:

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of 14



1 Furniture Plan
Scale: 3/16" = 1'-0"



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CLASS "C" RETAIL ALCOHOL LICENSE APPLICATION

Business Information

Name of Legal Entity: THE CORNER TAPROOM LLC

FEIN: XX-XXX4258

Business Type: LLS

This business is registered with the Secretary of State.

Business Number of Secretary of State: 805552

Premises Information

Premises DBA: ATKINS

Premises Address: 76 MAIN AVE ATKINS IA 52206-9637

Premises Type: Bar/Tavern

Number of Floors: 1

Control of Premises: Lease

Is your premises equipped with at least one adequate, conveniently located indoor or outdoor toilet facility for use by patrons?

Yes

Does your premises conform to all local and state health, fire and building laws and regulations?

Yes

Is your establishment equipped with tables and seats to accommodate a minimum of 25?

Yes

License Information

Effective Date: 01-Jan-2026

Length of License Requested: 12MONTH

Privilege(s) Requested

Outdoor Service - Allows the selling/serving of alcoholic beverages by the license/permit in a designated, adjacent outdoor area.

Provided description of the Outdoor Service Area:

Patio Connected

Endorsements

Local Authority: City of Atkins

Dramshop Company: ILLINOIS CASUALTY CO

Ownership Information

Type	Name	ID Type	ID	DOB	Phone	Address	Percentage
Individual	NOTHDORF, ZACHARY	SSN	***-**-4938	12-Apr-19 87			100.00

Criminal History Details

Has anyone listed on the Ownership page been charged or convicted of a felony offense in Iowa or any other state of the United States?

No

Has anyone listed on the Ownership page been convicted of any violation of any state, county, city, federal or foreign law? For traffic violations, only include those that are drug or alcohol related.

No

Criminal Violations

Contact Information

Contact Name: ZACHARY NOTHDORF

Phone Number: 5632582112

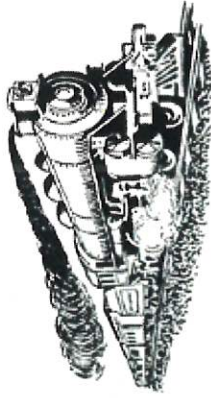
Email Address: zach@thecornertaproom.com

Address: 409 TYLER ST SE CASCADE IA 52033-9543

Attestation Information

Attestation Name: ZACHARY NOTHDORF

Attestation Date: 18-Dec-2025



Sip, Share, Connect

Coffee with the Mayor, City Administrator, and City Council

From City of Atkins Mayor Brian Cruise

Ask questions, offer insights, and stay
engaged with your city

January 24, 2026

8:30-10:00 AM

Atkins City Hall Council Room

