



TENTATIVE AGENDA

ROBINS CITY COUNCIL

MONDAY, JANUARY 3RD, 2022

7:00 - P.M. IN ROBINS CITY HALL

(ONE OR MORE MEMBERS OF THE COUNCIL MAY BE ATTENDING VIA ELECTRONIC DEVICE)

AGENDA:

1. CALL THE MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE TO THE FLAG
3. ROLL CALL
4. APPROVAL OF THE AGENDA
5. MAYOR'S REPORT
6. COUNCIL REPORTS
7. ENGINEER'S REPORT
8. REDI ANNUAL REPORT JAN-DEC 2021.
9. **CITIZEN COMMENTS** - AGENDA ITEMS (LIMITED TO THREE MINUTES EACH)
10. **CITIZEN COMMENTS** - NON-AGENDA ITEMS (LIMITED TO THREE MINUTES EACH)
11. **CONSENT AGENDA:**
 - A. MINUTES OF THE DECEMBER 6TH AND DECEMBER 20TH, 2021 MEETINGS
 - B. FINANCIAL REPORT
 - C. LIST OF BILLS AS SUBMITTED
 - D. RESOLUTION No. 0122-1, RESTRICTING VEHICLE WEIGHT
 - E. RESOLUTION No. 0122-2, SUPPLEMENTAL AGREEMENT #1 WITH SNYDER & ASSOCIATES, CONSTRUCTION AND OBSERVANCE SE TRUNK SANITARY SEWER PROJECT.
12. **NEW BUSINESS**
 - A. FIRST READING OF ORDINANCE No. 2201, EXTENDING THE FRANCHISE AGREEMENT FOR USA COMMUNICATIONS.
13. **OLD BUSINESS**
 - A. RESOLUTION No. 0122-3 DESIGNATING "NO TRUCK ROUTES"
14. **MOTION TO ADJOURN**

**This Page is
Intentionally
Blank**

ROBINS ECONOMIC DEVELOPMENT INITIATIVE

REDI ANNUAL REPORT – Jan to Dec 2021

Annual Report to Investors and City of Robins

1) List of REDI Board of Directors

Director	Employment	Position
Brad Buntz	Dry Creek Brew	Member
Dawn Svenson Holland	HPE	Member
Greg Neumeyer	REDI	Director
Kim Johnson	Collins Aerospace	Chair
Mike Peebler	Retired	Member
Randy Fouts	Kapstone Container Corp	Member
Tim Larson	Linn Area Credit Union	Member
Mike Flynn	Flynn Homes	Member
Carrie Wilkinson	CSB	Treasurer
Tom Chalstrom	First Federal Credit Union	Member

2) Summary of Administrative Activities in 2021

- a) Number of Board Meetings during the year –9
- b) Added 1 Board member
- c) Added an Economic Development Director ¼ time (contractor)

3) Investors-

City of Robins	Partner	Seed Money (on hold)
Community Savings Bank	Partner	Office Space
Snyder & Associates	Partner	Engineering Services
Linn County REC	Partner	Sponsorship

4) General Overview of Economic Development Effort in 2021

Strategic Future Growth Outline (SFGO) – We will play a major role in development of this document to develop the City’s plans in 4 major areas:

- Infrastructure
- Economic Development
- City Services
- Community Identity/Engagement
- Robins Square – There has been no new activity in Robins Square
- Economic growth – The focus of the FLUM committee was initially along Tower Terrace Road due to land for sale. The Robins Landing concept was developed.

The Hampton property sold and closing was 12/1. Working with buyers to implement Robins Square plan.

- Increase Board Members – Currently all Board Members are either residents in Robins or have a business in Robins. We will investigate expanding representation on the Board to include qualified people in the Metro area.

5) Financial Review of REDI

a) Summary of Revenue Received in 2021

Source of Revenue	Date	Amount
Balance Forward	1/1/2021	\$144,817.48
Donation REC		\$1,000.00
Interest earned	thru 12/1/2021	\$287.48
Total Revenues		\$146,104.96

b) Summary of Expenditures in 2021

Vendor/Company	Purpose	Amount
Point Computer Services	Email set-up	\$300.00
West Bend Insurance	Insurance	\$1,168.00
Terry Lockridge	Tax Consultant	\$325.00
Lynch Dallas, P.C.	Legal Consultation	\$540.00
Copyworks	Business cards	\$62.25
OfficeMax	office supplies	\$16.79
380 Design & Sign	Coroplast signs with post	\$500.00
PDI & CBJ	Subscriptions/Membership	\$559.00
Greg Neumeyer	Wages	\$10,500.00
Total Expenditures		\$13,971.04
Ending Balance on Dec 15, 2021		\$133,633.92

NOTE: REDI has requested a temporary suspension of the 5-year seed money commitment from the City.

6) Future Financial Obligations and Commitments

West Bend Insurance estimate	\$1,500.00
Marketing development and materials estimate	\$2,500.00
Advertisement	\$5,000.00
Consultant/Attorney fees estimate	\$1,500.00
Website	\$12,000.00
Administrative cost - Greg's wages	\$18,000.00
Total estimated commitments	\$40,500.00

Summary of Future Projects and Goals for 2022

- a) Strategic Future Growth Outline (SFGO) – We will play a major role in development of this document to develop the City’s plans in 4 major areas:
 - i) Infrastructure - work with City and developers to get services to development areas. Continue to work on funding for Tower Terrace Road completion.
 - ii) Economic Development - continue to work with developers and City for development of Robins Landing area. Also work on other areas including County Home Road and Center Point Road.
 - iii) City Services - work on plans for Robins Landing City Park and Robins Landing Trail. Also look at uses and needs of City buildings. Look for sources of funding for trail and park amenities.
 - iv) Community Identity/Engagement - develop theme for marketing plan for businesses and homeowners to locate in Robins.
- b) Website - Seek proposals, select vendors and implement new websites for REDI and City.
- c) Develop marketing plan and ad campaign - Develop a plan for marketing including potential advertising. Seek partners to help fund the ads.
- d) Increase Board Members – Currently all Board Members are either residents in Robins or have a business in Robins. We will investigate expanding representation on the Board to include qualified people in the Metro area.

7) Additional Comments

We started the year off creating an Economic Development Director position. With the Tower Terrace interchange starting work this summer; County Home Road growth; and access to North Center Point Road, there is a need for someone to contact both existing businesses and property owners in the area. This person will aggressively promote economic growth for the Robins area through new commercial, service, retail and industrial recruitment, existing industry expansion, and business growth. The Economic Development Director will be a liaison between REDI and the Robins City Council, other City employees, other City Committees, landowners and developers. The Board agreed to make this a ¼ time position for the remainder of 2021 to see how things progress. Greg Neumeyer was named for this position.

We are extremely fortunate to have Board Members with a broad range of expertise that covers knowledge on marketing, development, and financing. Our continued focus on marketing strategy will continue to position REDI to have a professional and informative approach to developers, landowners, and the citizens of Robins.

Kim Johnson

Kim Johnson, Chair – REDI Board of Directors



ROBINS CITY COUNCIL MINUTES OF THE DECEMBER 6TH, 2021 MEETING

Mayor Hinz called the meeting to order at 7:00 p.m. in the Robins City Hall on Monday, December 6th, 2021. Following the Pledge of Allegiance to the Flag, roll call was taken with Councilors Marilyn Cook, Dick Pilcher, Don Norton, Roger Overbeck, and Brad Sevcik present along with Mayor Chuck Hinz, Planning and Zoning Administrator Dean Helander, Attorney Ryan Tang, Fire Chief Brian Boots, Fire Chief elect Keith Feldkamp, Police Captain Gary Manhart, Building Official/Public Works Superintendent Mike Kortenkamp, Council elects JD Smith and Dave Franzman and City Clerk/Treasurer Lori Pickart along with guest, Jim Brown.

Norton moved to approve the Agenda, Cook seconded and all voted aye.

COMMITTEE REPORTS

- ✚ Mayor Hinz noted at the December 20th meeting the Councilor Elects would be sworn in and the outgoing Councilors would be recognized.
- ✚ Public Works Coordinator Roger Overbeck noted most of the sewer and water projects are finishing up for the year. He added the sewer infrastructure infiltration repairs have been taken care of and noted the 2021 leaf pickup has been completed with one year left on the current contract with Jordan's Property Maintenance.
- ✚ Public Safety Coordinator Dick Pilcher relayed the Police Department has had nothing pressing in the past month. He noted the Fire Department report was provided before tonight's meeting. Chief Brian Boots announced he will be stepping down from being the chief on January 1st, but will remain on the department. He introduced Keith Feldkamp as the new Fire Chief. The Council all thanked Boots for his 18 years of service as the Chief.
- ✚ Finance Coordinator Marilyn Cook reported being into the 6th month of the budget, all departments are looking financially sound.
- ✚ Parks Coordinator Don Norton reported the Christmas Tree lighting was a big success. He thanked the Civic Club and all of the volunteers along with the Fire Department for delivering Santa along with the use of the Hoppe Safety Center. He noted some of the trees in the South Troy Park which were damaged from the derecho are being removed.
- ✚ Streets Coordinator Brad Sevcik reported thankfully no snow yet this year. He gave kudos to the street department in getting North Center Point Road smoothed out.
- ✚ There were no comments relating to the Engineers Report.

There were no Citizen Comments received.

CONSENT AGENDA

Pilcher moved to approve the Consent Agenda which contained the Minutes of the November 29th meeting; the Financial Report, and the Bills Submitted, Sevcik seconded the motion and all voted aye.

NEW BUSINESS

Jim Brown, 3317 Chester Road was given a 5-year waiver to the mandatory sewer connection requirement in 2016. Mr. Brown noted he has been trying to find a contractor to bore the line from the sewer main to his home which is 240' in length. He noted he has contacted several contractors, many who will not even call him back. He added, with the derecho and covid-19, it has been a struggle, but is hoping to have the work done in the spring/summer of 2022. After discussion, the Council agreed to extend the waiver until July 1st of 2022.

There was no NEW BUSINESS. Sevcik moved to adjourn at 7:32 p.m., Overbeck seconded and all voted aye.

Chuck Hinz, Mayor

ATTEST:

Lori Pickart, City Clerk/Treasurer



ROBINS CITY COUNCIL
MINUTES OF THE DECEMBER 20, 2021 MEETING

Mayor Hinz called the meeting to order at 5:30 p.m. in the Robins City Hall on Monday, December 20th, 2021. Following the Pledge of Allegiance to the Flag, Councilors Marilyn Cook, Dick Pilcher, Roger Overbeck, Brad Sevcik and Don Norton were present along with Planning and Zoning Administrator Dean Helander, Attorney Ryan Tang, Engineer Kelli Scott, Officer Jim Dunn, Fire Chief elect Keith Feldkamp, Council elects JD Smith and Dave Franzman, REDI Coordinator Greg Neumeyer, and City Clerk/Treasurer Lori Pickart. Norton moved to approve the Agenda, Sevcik seconded and all voted aye.

Mayor Hinz acknowledged outgoing Councilor Brad Sevcik with 12 years on the Council as Streets Coordinator noting several streets projects and upgrades have occurred while he has served Robins. Brad noted it was exciting and rewarding to be on the Council, adding the Robins residents don't appreciate all of the knowledge and talents on the City Council.

Mayor Hinz thanked Councilor Don Norton for serving 14 years on the Council as Parks and Recreation Coordinator adding several park development items have occurred over the years including new restroom/pavilions at both city parks along with 12 years of Easter Egg Hunt's and Holiday Lighting/Christmas parties for the children in town. Don noted it has been an honor being on the Council and serving the Robins residents, adding the city has a very good Council with great backgrounds.

The Mayor then administered the Oath of Office to both Council elects; Dave Franzman and JD Smith and welcomed them to the Council. Mayor Pro-tem Roger Overbeck administered the Oath of Office to Mayor Hinz, congratulating him on his recent victory.

The Council reviewed the 5-year Capital Improvement Plan discussing the reserves for each department along with future projects.

Sevcik moved to adjourn at 7:01 p.m., Norton seconded and all vote aye.

Chuck Hinz, Mayor

ATTEST:

Lori Pickart, City Clerk/Treasurer



<i>ACCOUNT:</i>	<i>BALANCE 12/1/21</i>	<i>DECEMBER RECEIPTS</i>	<i>DECEMBER EXPENSES</i>	<i>BALANCE 12/31/21</i>	<i>PROPOSED BILLS</i>	<i>ANTICIPATED BALANCE</i>
GENERAL FUND	\$1,720,140.26	\$65,714.87	\$114,701.94	\$1,671,153.19	\$113,463.19	\$1,557,690.00
ROAD USE	\$822,169.09	\$33,388.37	\$81,966.91	\$773,590.55	\$26,558.40	\$747,032.15
ROBINS BASEBALL	\$13,468.34	\$0.00	\$0.00	\$13,468.34	\$0.00	\$13,468.34
LOCAL OPTION TAX	\$1,503,161.59	\$43,182.03	\$1,844.80	\$1,544,498.82	\$0.00	\$1,544,498.82
TIF	\$503,667.57	\$22,585.37	\$0.00	\$526,252.94	\$350.00	\$525,902.94
DEBT SERVICE	\$122,738.07	\$6,043.28	\$350.00	\$128,431.35	\$0.00	\$128,431.35
CAPITAL PROJECTS	\$2,984,385.45		\$0.00	\$2,984,385.45	\$0.00	\$2,984,385.45
WATER UTILITY	\$195,991.75	\$1,050.00	\$878.58	\$196,163.17	\$833.82	\$195,329.35
SEWER UTILITY	\$462,995.73	\$69,068.99	\$31,386.09	\$500,678.63	\$28,656.48	\$472,022.15
TOTALS	\$8,328,717.85	\$241,032.91	\$231,128.32	\$8,338,622.44	\$169,861.89	\$8,168,760.55

December Receipts

Police Fines	\$24.00
Vehicle Inspections	\$640.00
Storm Damage Receipts	\$0.00
American Relief Plan	\$0.00
Park Rental	\$0.00
Golf Cart License	\$0.00
Ball Diamond Usage	\$0.00
City Hall Rental	\$600.00
Building Permits	\$2,758.00
Coseco Permits	\$100.00
Park Donation	\$0.00
Engineering Services Fee	\$30,000.00
Platting Fees	\$0.00
Misc. Receipts	\$823.69
Property Taxes	\$30,769.18
Road Use Receipts	\$33,388.37
Local Option Tax Receipts	\$43,182.03
TIF Receipts	\$22,585.37
Debt Service Receipts	\$6,043.28
Bond Proceeds	\$0.00
Capital Projects Reimbursements	\$0.00
Cedar Rapids Water Reimbursement	\$0.00
Water Main Fees	\$750.00
Water Connection Fee	\$300.00
Sewer User Fees	\$69,068.99
System Development Fees	\$0.00

*Total Receipts***\$241,032.91***Cash and Investment Account Balance as of 12/31/2021*

	<u>Checking</u>	<u>Savings</u>	<u>CD's</u>	<u>Totals</u>
General Fund	\$23,088.26	\$1,648,064.93		\$1,671,153.19
Road Use	\$26,058.60	\$747,531.95		\$773,590.55
Robins Baseball Inst.	\$212.67	\$13,255.67		\$13,468.34
Local Option Tax	\$180,435.68	\$1,364,063.14		\$1,544,498.82
TIF	\$965.63	\$525,287.31		\$526,252.94
Debt Service	\$680.98	\$127,750.37		\$128,431.35
Capital Projects	\$29.66	\$2,984,355.79		\$2,984,385.45
Water Utility	\$720.70	\$195,442.47		\$196,163.17
Sewer Utility	\$33,676.74	\$467,001.89		\$500,678.63
Totals	\$265,868.92	\$8,072,753.52	\$0.00	\$8,338,622.44

Vendor	Description	Parks	Police	Fire	General - Other	P&A	Road Use	Sewer Utility	Water Utility	LOST/ Capital Projects	Total
Alliant Energy	electricity	180.34	256.74	256.73		160.75	1,742.29	110.13	19.07		2,726.05
Axon Enterprise Inc.	supplies		581.56								581.56
Batteries Plus	supplies						149.76				149.76
Boeckmann, Neal	phone stipend						47.54				47.54
Boots, Brian	phone stipend			47.54							47.54
Cedar Rapids Library	user fees				6,594.63						6,594.63
Cedar Rapids Utilities	water/sewer							15,676.50			15,676.50
Cook, Marilyn	gas stipend					30.00					30.00
Crescent Electric	parts			453.63							453.63
Dorsey & Whitney	services				13,500.00						13,500.00
EMC Insurance	1/2 premium		3,500.00	9,000.00		8,619.50	12,000.00	9,000.00			42,119.50
EMS Learning Center	supplies			25.00							25.00
Fire Service Training	training			150.00							150.00
Fouts, Denise	reimbursement-Christmas Party				278.53						278.53
Gazette	publications					37.14					37.14
Goodin, Lisa	phone stipend					47.54					47.54
Grainger	toilet replacement	569.92									569.92
Green Electrical Supply	supplies	612.12					146.05				758.17
Heander, Dean	gas stipend				96.63						96.63
Henderson Truck	parts						370.95				370.95
Hiawatha Library	user fees				10,049.08						10,049.08
Hinz, Chuck	gas stipend					60.00					60.00
Home Depot	supplies	336.97				521.51	170.66				1,029.14
Humphrey, Andy	phone stipend			47.54							47.54
IA Dept. Public Safety	on-line warrants		300.00								300.00
Iowa One Call	sewer locates							36.00			36.00
John Deere Financial	Thiesens supplies						626.01				626.01
Kortenkamp, Mike	Reimbursement Code Training				1,320.90						1,320.90
Letter Perfect	supplies			109.08							109.08
Linn Coop Oil	Fuel						1,428.98				1,428.98
Linn County Board of Supervisors	Tower Terrace Design						3,053.38				3,053.38
Linn County REC	electricity						1,018.51	447.74	814.75		2,281.00
Linn County Recorder	service					97.00					97.00
Lowes	supplies						56.40				56.40
Lynch Dallas	service					588.50					588.50
Manhart, Gary	phone stipend		47.54								47.54
Marion Iron	supplies						17.91				17.91
Marion Library	user fees				9,990.49						9,990.49
Menards	supplies										11.54
Mid-American Energy	natural gas	11.54	228.75	228.75		159.87	204.72				822.09
Midway Outdoor	parts				20.15						20.15

	12/30/21	July 21	Aug 21	Sept 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	April 22	May 22	June 22	Total	Budget	Balance
1. PUBLIC SAFETY																
Police Department																
Salaries	9,201	5,816	9,551	8,170	8,066	7,774								48,578	140,000	91,422
FICA, City Share	704	445	731	625	617	595								3,717	10,710	6,993
IPERS, City Share	884	559	918	760	751	724								4,596	13,134	8,538
Health Insurance	0	0	0	0	0	0								0	25,000	25,000
Training/Travel	0	0	1,293	0	175	0								1,468	3,500	2,032
Building Maintenance	49	0	54	48	63	63								277	5,000	4,723
Gas & Oil	88	38	243	328	432	404								1,533	8,000	6,467
Vehicle Repair	0	0	0	105	0	457								562	5,000	4,438
Utilities	442	459	559	481	403	372								2,716	6,000	3,284
Communications	48	446	188	86	93	114								975	1,300	325
Municipal Insurance	0	7,361	0	0	0	3,500								10,861	12,500	1,639
CAD System	0	0	0	0	0	0								0	0	0
State/County Charges	0	0	300	0	0	0								300	1,200	900
Dispatch Fees	0	0	0	0	0	0								0	5,100	5,100
Computer/Software	96	775	380	2,053	4,505	60								7,869	5,000	-2,869
Misc. Supplies	0	0	1,617	13	321	352								2,303	12,000	9,697
Guns/Holsters/Lights	0	0	4,510	0	0	6,006								10,516	8,750	-1,766
Body Armor	0	0	0	0	0	0								0	3,200	3,200
Incar Cameras	0	0	0	0	0	0								0	30,000	30,000
Reserve Program Costs	498	430	4	8	0	0								940	2,500	1,560
New Car	157	0	0	0	0	0								157	0	-157
Police Total	12,167	16,329	20,348	12,677	15,426	20,421	0	0	0	0	0	0	0	97,368	297,894	200,526
Fire Department																
Salaries & Stipends	13,719	1,148	1,261	10,996	1,148	1,184								29,456	70,000	40,544
FICA	1,046	86	95	838	86	89								2,240	5,355	3,115
IPERS	209	108	119	189	107	110								842	2,000	1,158
Health Insurance	363	224	224	341	224	224								1,600	3,600	2,000
Dues/Memberships	0	0	200	0	323	0								523	300	-223
Fire Training	50	50	0	0	1,180	0								1,280	2,900	1,620
Medical Training	0	17	1,037	475	338	0								1,867	4,400	2,533
Station Maintenance	63	657	1,713	311	367	4,225								7,336	11,541	4,205
Gas & Oil	0	210	108	242	89	49								698	1,800	1,102
Truck Repair	0	0	0	0	188	656								844	9,100	8,256
Utilities	442	459	559	481	403	373								2,717	6,000	3,283
Communications	24	70	70	43	23	57								287	850	563
Municipal Insurance	0	11,486	0	0	0	9,000								20,486	20,000	-486
Immunitizations	0	0	0	0	0	0								0	6,000	6,000
Medical Supplies	0	249	1,090	0	0	86								1,425	2,000	575
Major Equipment	0	0	0	181	0	26								207	500	293
SCBA, Masks, Air Packs	0	0	0	0	0	0								0	0	0
Attire	997	476	0	0	137	265								1,875	12,070	10,195
Fire Total	16,913	15,240	6,476	14,097	4,613	16,344	0	0	0	0	0	0	0	73,683	158,416	84,733
Animal Control																
TOTAL PUBLIC SAFETY	29,080	31,569	27,084	26,904	20,169	37,545	0	0	0	0	0	0	0	172,351	457,810	285,459
2. PUBLIC WORKS																
Drainage Salaries	1,772	1,195	1,094	1,397	1,136	874								7,468	14,000	6,532

	July 21	Aug 21	Sept 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	April 22	May 22	June 22	Total	Budget	Balance
12/30/21															
FICA-City Share	145	90	83	106	86	66							576	1,071	495
IPERS-City Share	180	113	103	132	106	82							716	1,322	606
Health Insurance	95	112	112	98	112	112							641	2,500	1,859
Mowing Costs	31	0	1,530	122	71	0							1,754	3,600	1,846
New Mower	0	0	0	0	0	0							0	18,200	18,200
Bridge/Drainage	2,063	0	7,209	2,822	0	755							12,849	40,000	27,151
Ash Tree Maintenance	0	0	0	0	0	0							0	2,500	2,500
NPDES Requirements	0	0	0	0	0	0							0	2,500	2,500
W.Main St. Trail	0	0	0	0	0	0							0	0	0
Storm Damages	137	2,949	11,255	0	0	0							14,341	0	-14,341
Streets Total	4,423	4,459	21,386	4,677	1,511	1,889	0	0	0	0	0	0	24,004	85,693	61,689
Street Lighting	0	0	0	0	2,518	0							2,518	0	-2,518
Traffic Signs	0	106	348	0	0	0							454	2,500	2,046
Solid Waste	0	131	75	45	34	13,498							13,783	27,000	13,217
TOTAL PUBLIC WORKS	4,423	4,696	21,809	4,722	4,063	15,387	0	0	0	0	0	0	40,759	115,193	74,434
4. CULTURE & RECREATION															
Library Service	0	0	0	26,634	0	0							26,634	120,000	93,366
Parks Department															
Salaries	4,029	2,942	1,873	2,800	2,384	1,700							15,728	30,000	14,272
FICA	307	224	142	213	181	129							1,196	2,295	1,099
IPERS	380	278	177	264	224	160							1,483	2,832	1,349
Health Insurance	95	112	112	98	112	112							641	1,300	659
Maintenance	0	1,736	3,962	646	1,378	1,534							9,256	30,000	20,744
Park Camera System	0	0	13,564	0	0	7,371							20,935	15,000	-5,935
Utilities	411	205	567	231	212	606							2,232	4,000	1,768
Volley Ball Fence	0	0	0	0	0	0							0	5,000	5,000
Capital Improvement	0	0	0	0	0	0							0	0	0
Multi-Gen/Pickleball	0	0	0	0	0	0							0	36,322	36,322
Total	5,222	5,497	20,397	4,252	4,491	11,612	0	0	0	0	0	0	51,471	126,749	75,278
Cemetery	0	0	0	0	0	0							0	2,500	2,500
Special Events	0	0	0	0	0	100							100	1,700	1,600
City Entrance Signs	0	0	0	0	0	0							0	500	500
TOTAL CULTURE & REC.	5,222	5,497	20,397	30,886	4,491	11,712	0	0	0	0	0	0	78,205	251,449	173,244
5. COMMUNITY & ECONOMIC DEVELOPMENT															
P&Z/Inspectors/Building															
Salaries	5,600	5,523	5,554	5,681	5,534	5,451							33,343	71,000	37,657
Meeting Fees	94	0	0	0	0	0							94	2,000	1,906
FICA	420	414	417	427	415	409							2,502	5,432	2,930
IPERS	497	521	524	536	522	515							3,115	6,702	3,587
Health Insurance	943	943	943	943	943	943							5,658	17,000	11,342
Mileage/Stipends	0	0	0	97	0	0							97	350	253
Communications	0	58	91	0	0	35							184	500	316
Training	0	0	0	0	0	0							0	300	300
Misc. Supplies	0	0	106	129	0	0							235	2,500	2,265
Vehicle	0	34	72	35	36	78							255	1,000	745
TOTAL COMM. & ECON. I	7,554	7,493	7,707	7,848	7,450	7,431	0	0	0	0	0	0	45,483	106,784	61,301
6. GENERAL GOVERNMENT															
Mayor/Council															
Salaries	2,440	400	400	1,720	400	400							5,760	19,800	14,040

12/30/21	July 21	Aug 21	Sept 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	April 22	May 22	June 22	Total	Budget	Balance
FICA	109	31	31	83	31	31							316	1,515	1,199
IPERS	119	0	0	74	0	0							193	500	307
Gas Stipends	210	0	0	210	0	0							420	2,000	1,580
Total Mayor/Council	2,878	431	431	2,087	431	431	0	0	0	0	0	0	6,689	23,815	17,126
Policy & Admin.															
Salaries	6,546	6,537	6,537	6,536	6,537	6,537							39,230	86,000	46,770
FICA	485	484	484	484	484	484							2,905	6,579	3,674
IPERS	607	617	617	617	617	617							3,692	8,118	4,426
Health Insurance	1,880	1,880	1,880	1,880	1,880	1,880							11,280	31,500	20,220
Dues/Memberships	0	0	2,517	0	0	0							2,517	4,000	1,483
Training/Travel	0	0	172	0	0	0							172	1,000	828
Strategic Planning	0	0	0	0	0	0							0	10,000	10,000
Clock Tower Maintenal	0	0	0	0	0	0							0	1,500	1,500
Communications	168	280	198	86	140	484							1,356	2,500	1,144
Publications	295	100	207	61	214	236							1,113	3,000	1,887
Engineering	828	13,761	12,899	0	0	15,329							42,817	50,000	7,183
Municipal Insurance	0	1,078	0	0	0	8,620							9,698	35,000	25,302
Legal	1,000	0	5,522	14,620	1,443	1,000							23,585	50,000	26,415
Data Processing	790	0	145	0	380	5,445							6,760	12,000	5,240
Elections	0	0	0	0	0	0							0	3,000	3,000
Corridor MPO	0	0	0	0	0	0							0	7,000	7,000
Office Supplies	754	989	211	887	589	143							3,573	6,000	2,427
Misc. Supplies	278	307	189	658	39	0							1,471	2,000	529
Postage	0	0	165	0	0	174							339	750	411
Office Contingencies	0	0	0	0	0	0							0	8,000	8,000
Digitalize Files	0	0	0	0	0	0							0	3,000	3,000
Total Policy & Admin	13,631	26,033	31,743	25,829	12,323	40,949	0	0	0	0	0	0	150,508	330,947	180,439
City Hall/Buildings															
Salary - Cleaning	276	226	410	303	226	683							2,124	4,500	2,376
FICA	21	17	31	23	17	52							161	344	183
IPERS	26	21	38	29	21	65							200	425	225
Maintenance	49	0	0	116	15	122							302	10,000	9,698
Utilities	254	248	479	262	199	325							1,767	4,500	2,733
Church Planning/Desig	7,500	0	438	0	0	0							7,938	60,000	52,062
City Hall Total	8,126	512	1,396	733	478	1,247	0	0	0	0	0	0	12,492	79,769	67,277
TOTAL GENERAL GOVEF	24,635	26,976	33,570	28,649	13,232	42,627	0	0	0	0	0	0	22,860	434,531	132,178
TOTAL GENERAL FUND	70,914	76,231	110,567	99,009	49,405	114,702	0	0	0	0	0	0	359,658	1,365,767	264,173
Road Use															
Salaries	6,001	7,079	7,346	6,687	6,538	6,579							40,230	74,623	34,393
FICA, City Share	451	532	553	503	491	494							3,024	5,709	2,685
IPERS, City Share	567	668	693	632	613	618							3,791	7,044	3,253
Health Insurance	995	1,092	1,092	1,011	1,092	1,092							6,374	17,000	10,626
Building Repair/Maint	0	0	375	75	0	0							450	8,000	7,550
Street Lighting	1,618	2,427	3,072	1,546	0	2,553							11,216	35,000	23,784
Gas/Oil/Maintenance	0	235	304	0	295	327							1,161	7,000	5,839
Equipment Repairs	0	10	2,572	456	127	3,095							6,260	20,000	13,740
Utilities	183	144	234	159	147	286							1,153	3,200	2,047
Communications	24	282	372	129	165	196							1,168	2,500	1,332
Insurance	0	14,928	0	0	0	12,000							26,928	28,000	1,072

	12/30/21	July 21	Aug 21	Sept 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	April 22	May 22	June 22	Total	Budget	Balance
Legal/Engineering	0	0	1,167	0	0	0	881							2,048	3,000	952
Street Maint/Construct	858	0	0	2,800	0	0	49,774							53,432	80,000	26,568
Traffic Signs	0	0	0	0	0	0	0							0	3,000	3,000
Parts & Repair	13	151	3,669	444	1,827	692	0							6,796	10,000	3,204
Major Equipment	0	0	0	0	0	0	0							0	0	0
Rock/Sand/Material	75	0	306	0	0	643	0							1,024	31,000	29,976
Contracted Services	0	0	0	0	0	0	0							0	4,500	4,500
Capital Imp/Truck Res	0	0	0	0	0	0	0							0	167,082	167,082
Snow truck #2 Reserve	0	0	0	0	0	0	0							0	104,259	104,259
03 Utility Truck Reserv	0	0	0	0	0	0	0							0	12,500	12,500
Large Eq. Reserve	0	0	16,642	3,223	0	3,033	0							22,898	80,501	57,603
Replace Bobcat	0	0	0	0	0	0	0							0	4,100	4,100
Salt Shed Addition	0	0	0	0	0	0	0							0	20,000	20,000
18 Utility Truck Reser.	0	0	0	0	0	0	0							0	18,750	18,750
STREETS TOTAL	10,785	27,548	38,397	17,665	11,938	81,620	0	0	0	0	0	0	0	187,953	746,768	558,815
Snow Removal Wages	249	253	253	253	253	253	253							1,514	15,000	13,486
FICA-Snow	19	19	19	19	19	19	19							114	1,148	1,034
IPERS, City Share	24	24	24	24	24	23	23							142	1,416	1,274
Health Insurance	44	53	53	46	53	53	53							302	1,100	798
Snow Removal Total	336	349	349	342	348	348	348	0	0	0	0	0	0	2,072	18,664	16,592
ROAD USE TOTAL	11,121	27,897	38,746	18,007	12,286	81,968	0	0	0	0	0	0	0	190,025	765,432	575,407
RBI Equipment	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
LOCAL OPTION TAX																
D&M-Kingsway Upsizing							1,845							1,845	0	-1,845
D&M Watermain Ext.			35,181			1,104	0							36,285	0	-36,285
Camb/Kings Way Wate	87,914	5,930	3,654				0							97,498	0	-97,498
SE Quad Sewer main	12,468	100	27,927	3,154			0							43,649	0	-43,649
	87,914	5,930	38,835	3,154	1,104	1,845	0	0	0	0	0	0	0	135,628	0	-135,628
7. DEBT SERVICE														Total	Budget	Balance
2016 Bond														0	295,000	295,000
Principal						0								15,333	30,665	15,333
Interest				15,333										15,333	325,665	310,333
Total	0	0	0	15,333	0	0	0	0	0	0	0	0	0	15,333	325,665	310,333
2020 Bond														0	770,000	770,000
Principle														0	42,848	42,848
Interest				21,426			0							21,426	812,848	791,422
Total	0	0	0	21,426	0	0	0	0	0	0	0	0	0	21,426	812,848	791,422
Rebate - Meine				3,306										3,306	10,000	6,694
Bonding Fees				500			350							350	1,000	650
TOTAL DEBT SERVICE	0	0	0	40,564	0	0	0	0	0	0	0	0	0	21,426	817,948	796,522
8. CAPITAL PROJECTS																
CHR w/Linn County						0								0	325,000	325,000
Tower Terrace Inter.	0	0				0								0	200,000	200,000
Kings Way	0	0	0	0	0	0	1,845							0	1,000,000	1,000,000
Indian Creek Sewer						0								0	1,525,000	1,525,000
Total Capital Projects	0	0	0	0	0	0	1,845	0	0	0	0	0	0	0	1,525,000	1,525,000
9. BUSINESS TYPE																
Water Utility																
Pump Station Electricit	22	785	1340	20	736	740								3,643	12,000	8,357

12/30/21	July 21	Aug 21	Sept 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	April 22	May 22	June 22	Total	Budget	Balance
Park Donation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Golf Carts	30	0	0	0	0	0	0	0	0	0	0	0	30	60	30
City Hall Rent	350	225	550	0	350	600	0	0	0	0	0	0	2,075	5,000	2,925
Building Permits	3,519	1,802	7,079	4,191	2,380	2,758	0	0	0	0	0	0	21,729	50,000	28,271
Coseco Permits	100	0	200	0	0	100	0	0	0	0	0	0	400	1,000	600
Engineering Recovery	0	0	0	0	0	30,000	0	0	0	0	0	0	30,000	5,000	-25,000
Plating Fees	0	0	0	0	0	0	0	0	0	0	0	0	0	2,500	2,500
Interest (001-620-430)	1,037	975	938	911	893	0	0	0	0	0	0	0	4,754	10,000	5,246
Misc. Receipts	2,110	148	928	35	535	824	0	0	0	0	0	0	4,580	10,000	5,420
Beer/Liquor/Cig Perm	0	0	942	0	0	0	0	0	0	0	0	0	942	500	-442
RBI Receipts	0	0	0	0	0	0	0	0	0	0	0	0	0	2,500	2,500
Property Taxes	1,284	0	35,651	591,875	68,736	30,769	0	0	0	0	0	0	728,315	1,363,230	634,915
GENERAL TOTAL	9,384	2,682,08	48,402	598,084	74,703	65,715	0	0	0	0	0	0	1,064,496	1,459,990	395,494
ROAD USE															
Receipts	53,843	31,978	55,789	37,247	29,430	33,388	0	0	0	0	0	0	241,675	450,000	208,325
ROAD USE TOTAL	53,843	31,978	55,789	37,247	29,430	33,388	0	0	0	0	0	0	241,675	450,000	208,325
RBI RECEIPTS															
LOCAL OPTION SALES TAX															
Receipts	39,313	45,267	45,267	39,218	172,547	43,182	0	0	0	0	0	0	384,794	450,000	65,206
Interest (121-950-430)	668	670	559	571	546	0	0	0	0	0	0	0	3,014	7,500	4,486
LOCAL OPTION TAX TIF	39,981	45,937	45,826	39,789	173,093	43,182	0	0	0	0	0	0	387,808	457,500	69,692
TIF															
TIF Receipts	565	0	19,880	382,933	40,441	22,585	0	0	0	0	0	0	466,404	886,991	420,587
TIF TOTAL	565	0	19,880	382,933	40,441	22,585	0	0	0	0	0	0	466,404	886,991	420,587
DEBT SERVICE															
Debt Service Receipts	125	0	6,743	114,120	13,075	6,043	0	0	0	0	0	0	140,106	262,522	0
TOTAL DEBT SERVICE	125	0	6,743	114,120	13,075	6,043	0	0	0	0	0	0	140,106	262,522	0
CAPITAL PROJECTS															
Interest (301-799-4300)	682	658	3,509	552	528	0	0	0	0	0	0	0	5,929	12,000	6,071
Bond Proceeds	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL CAPITAL PROJEC	682	658	3,509	552	528	0	0	0	0	0	0	0	5,929	12,000	6,071
WATER UTILITY															
Interest (600-810-4300)	100	97	87	86	82	0	0	0	0	0	0	0	452	1,500	1,048
Main Charge	750	750	1,500	750	0	750	0	0	0	0	0	0	4,500	7,500	3,000
CR Refund	0	8,168	8	0	0	0	0	0	0	0	0	0	8,176	10,000	1,824
Pipe Charge	300	300	300	600	0	300	0	0	0	0	0	0	1,800	1,500	-300
WATER UTILITY TOTAL	1,150	9,315	1,895	1,436	82	1,050	0	0	0	0	0	0	14,928	20,500	5,572
SEWER UTILITY															
Interest (610-815-4300)	277	261	232	230	220	0	0	0	0	0	0	0	1,220	3,500	2,280
Sewer Fees	40,966	1,140	78,243	41,883	1,217	67,726	0	0	0	0	0	0	231,175	451,610	220,435
Late Fees	214	38	106	235	48	94	0	0	0	0	0	0	735	0	-735
Connection Fee	0	0	1,820	0	0	910	0	0	0	0	0	0	2,730	9,100	6,370
Sales Tax	65	0	385	47	0	339	0	0	0	0	0	0	836	0	-836
System Development Fees	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SEWER UTILITY TOTAL	41,522	1,439	80,786	42,395	1,485	69,069	0	0	0	0	0	0	236,696	464,210	227,514
TOTAL RECEIPTS	147,252	357,535	262,830	1,216,556	332,837	241,032	0	0	0	0	0	0	2,558,042	4,013,713	1,333,255

RESOLUTION No. 0122-1

RESTRICTING VEHICLE WEIGHT ON STREETS

WHEREAS, Section 321.471 of the Iowa Code authorizes that cities may by resolution prohibit the operation of vehicles upon any such highway or may impose restrictions as to the weight of vehicles to be operated upon any such highway, except farm tractors as defined in Section 321.1, subsection 24 for a total period not to exceed ninety (90) days in any one calendar year, whenever any said highway by reason of deterioration, rain, snow, or other climatic conditions will be seriously damaged or destroyed unless the use of vehicles thereon is prohibited or the permissible weights thereof reduced.

NOW THEREFORE BE IT RESOLVED THE City Council of the City of Robins, Iowa finds it necessary to prohibit heavy vehicles on certain streets within the city limits because of their deterioration due to frost and rain. Weight restrictions of more than ten (10) tons will be in effect at the time as signs designating thus are erected on those streets.

PASSED AND APPROVED this 3rd day of January 2022.

Chuck Hinz, Mayor

ATTEST:

Lori Pickart, City Clerk/Treasurer

RESOLUTION No. 0122-2

RESOLUTION APPROVING SUPPLEMENTAL AGREEMENT #1 WITH SNYDER AND ASSOCIATES RELATING TO CONSTRUCTION AND OBSERVATION FOR PHASE I AND II OF THE SOUTHEAST TRUCK SANITARY SEWER IMPROVEMENTS FROM S. MENTZER ROAD TO DRY CREEK

WHEREAS, the City Council has reviewed the above referred to agreement and finds that the same should be approved.

NOW, THEREFORE, IT IS RESOLVED by the City Council, City of Robins, Iowa, that said agreement is hereby approved by the City; and the Mayor and City Clerk are hereby authorized and directed to execute said agreement on behalf of the City.

Passed and approved, this 3rd day of January 2022.

Chuck Hinz, Mayor

ATTEST:

Lori Pickart, City Clerk/Treasurer

SUPPLEMENTAL AGREEMENT FOR ADDITIONAL SERVICES # 1

To: Snyder & Associates, Inc.
5005 Bowling Street, SW, Suite A
Cedar Rapids, IA 52404

Attn: Kelli Scott P.E.
Phone: 319-362-9394
Fax: 319-362-9448

This is authorization for Snyder & Associates, Inc. to proceed with the following described additional services.

Client: City of Robins	
Project Name: SOUTHEAST TRUNK SANITARY SEWER IMPROVEMENTS FROM S. MENTZER ROAD TO DRY CREEK PHASE I & PHASE II	
S&A Project Number: 121.0304.08	Original Agreement Date: 03/01/2021

DESCRIPTION OF ADDITIONAL SERVICES:

Amending the original contract to include fees for construction administration, staking, and construction observation.

- Lump Sum in the amount of: \$
- Hourly plus expenses per original agreement or attached fee schedule, estimated budget: \$69,200.00
- Document attached: Exhibit A

The undersigned, on behalf of the Client, understands and agrees that the services described in this Supplemental are additional services, scope of which is not contained within the original scope of services defined in the original agreement. The Additional Services in this Supplemental are subject to the general conditions contained in the original Professional Services Agreement.

City of Robins (Client)

(Type or Print Name above line)

SNYDER & ASSOCIATES, INC. (Professional)

By: _____
(Authorized Agent)

By: Lindsay Beaman
(Authorized Agent)

(Printed or typed signature)

Lindsay Beaman

(Printed or typed signature)

Date: _____

Date: 11/5/2021

Route executed to:

EXHIBIT A
PROJECT BUDGET WORKSHEET
and RESOURCE ALLOCATION

5-Nov-21

Project Name: SE Quadrant Trunk Sewer - Phase I & II

By: PFW

Project Task	Total Estimated Hours	Estimated Fee
210 Construction Administration	218	\$25,100.00
211 Construction Staking	-	\$7,500
212 Construction Observation	300	\$35,400.00
Mileage	-	\$ 1,200.00

TOTAL (ROUNDED) \$69,200.00

Estimated hours for Construction Administration and Construction Observation are generally based on approximately 15 hours of field time and 11 hours of office time per week for the proposed duration of the project.

Estimated mileage for the project is based on 4 trips per week for the proposed duration of the project at 26 miles per trip, and the IRS standard rate of \$0.56 per mile.

ORDINANCE NO. 2201

AN ORDINANCE TO GRANT TO USA COMMUNICATIONS, AN IOWA CORPORATION (THE "COMPANY") AN EXTENSION OF THE NON-EXCLUSIVE RIGHT TO CONSTRUCT, OPERATE, AND MAINTAIN A CABLE TELEVISION SYSTEM IN THE CITY LIMITS FOR AN ADDITIONAL TERM OF TEN (10) YEARS.

BE IT ORDAINED by the City Council of the City of Robins, Iowa.

1. Renewal of Franchise. By Ordinance No. 0386-8, adopted March 24, 1986, the City of Robins, Iowa (hereafter "City") granted to Farmers Mutual Telephone Company a cable television franchise. Said right and franchise were renewed upon the request to the City by USA Communications ("Company"), successor to Farmers Mutual Telephone Company, for an additional 15 years, by Ordinance No. 0008, adopted by the City on November 6, 2000. Said renewal was then extended another 10 years, by Ordinance No. 1102, adopted on March 7th, 2011.

The City hereby grants to the Company an extension of said Franchise for an additional period of ten years (10) years following the current expiration date. By accepting this extension, the Company agrees that it will operate the cable television system in accordance with the laws and regulations of the United States of America and the State of Iowa and the Ordinances and regulations of the City of Robins, Iowa.

2. Effective Date of Franchise. This Ordinance shall be in full force and effect from and after its passage and publication as required by law and after the receipt by the City Clerk of a written statement from Company which must be received within thirty (30) days of the publication of this Ordinance stating that Company unconditionally accepts the franchise extension and covenants to faithfully comply with and abide by all the provisions, terms and conditions of this Ordinance.
3. Ownership of Franchise. The Company shall not assign or transfer any right granted under this Ordinance to any other person, company or corporation without prior consent of the City Council, which consent shall not be unreasonably withheld, provided that the Company shall have the right to assign this franchise to an affiliated entity.
4. Amendment to lease for Headend Site. Section 113.19 of the City Franchise Ordinance provides for certain public service installations to be provided by Company. In consideration for such public service installations, the City Franchise Ordinance provides that the City agrees to lease to Company for the headend site a tract of land of a maximum size of 60 feet by 60 feet immediately west of Robins City Hall, along with a 15-foot wide easement to Troy Road.

Company agrees to a reduction in the size of the tract of land leased to 60 feet by 25 feet.

5. Franchise Fee. The City reserves and has the right to impose a franchise fee in the manor provided by law and in such amount to be collected as may be authorized by law, either by motion of the Council or petition of voters provided in Section 362.4 of the Code of Iowa.
6. Severability Clause. Should any section, clause or provision of this Ordinance be declared invalid by a court of record, the same shall not affect the validity of the Ordinance as a whole or any part thereunder other than the part so declared invalid.
7. Conflicting Ordinances. All Ordinances or parts thereof in conflict with the terms of this Ordinance are hereby repealed, provided, however, that such repeal shall only be to the extent of such conflict.

APPROVAL OF ORDINANCE

The foregoing Ordinance No. 2201, having been acted upon by the Council of the City of Robins, Iowa, at a meeting thereof on the day of XXXX,X,2022, as hereby approved by the undersigned this XX day of XXXX, 2022.

Chuck Hinz, Mayor

The foregoing Ordinance No.2201 , having been enacted by the Council of the City of Robins, Iowa, and thereafter signed and approved by the Mayor of the City of Robins, Iowa, was duly recorded in the permanent book of ordinances of the City of Robins, Iowa, on the XX day of XXXXXX,2022.

Lori Pickart, City Clerk

RESOLUTION No. 0122-3

A RESOLUTION DESIGNATING “NO TRUCK ROUTES” ON
CERTAIN STREETS

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBINS, IOWA THAT the following streets shall be designated “No Truck Routes”

- ⇒ East Main Street from Troy Road to the East Robins City Limits
- ⇒ West Main Street from Troy Road to North Center Point Road
- ⇒ North Troy Road from West Main Street to County Home Road
- ⇒ Quass Road from West Main Street to County Home Road
- ⇒ East Robins Road from the Robins City Limits to “C” Avenue
- ⇒ Robins Road from West Main Street to Tower Terrace Road
- ⇒ East Knoll Drive from North Mentzer to “C” Avenue
- ⇒ North Mentzer Road from East Knoll Road to Main Street
- ⇒ South Mentzer Road from City limits to Main Street

BE IT FURTHER RESOLVED that signage stating “No Trucks Ahead” and “Weight Limit 10 tons” be posted at the corner of “C” Avenue and East Main Street westbound.

BE IT ADDITIONALL RESOLVED that signage stating “No Trucks” and signs stating “Weight Limit 10 tons” be placed in the appropriate places as designated by the Streets Superintendent.

PASSED AND APPROVED this 3rd day of January 2022.

Chuck Hinz, Mayor

ATTEST:

Lori Pickart, City Clerk/Treasurer