



# TENTATIVE AGENDA

**\*AMENDED\***

## **ROBINS CITY COUNCIL**

**Monday, December 1st, 2025**

**6:00 p.m. – 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.** Planning & Zoning Administrator Report
- 9.** Robins Economic Development Initiative (REDI) Report
- 10.** Citizen Comments – Agenda Items (limited to 3 minutes each)
- 11.** Citizen Comments – Non-Agenda Items (limited to 3 minutes each)
- 12. CONSENT AGENDA**
  - a. Motion to Approve the Minutes of the November 17th meeting, the List of Bills Submitted and **Resolution 1225-1 Approving Resolution Approving Application for Class B Wine Permit, Class C Beer Permit (Carryout Beer), Class E Liquor License, Including Sunday Sales** for Otter Creek County Store
- 13. NEW BUSINESS**
  - a. **Resolution 1225-2 Accepting Public Improvements, Approving Change Order #1 and Pay App #1 for West Main Pavement Improvement Project.**
- 14. OLD BUSINESS**
  - a. Second Reading of **Ordinance 2507** – Amending the Zoning Map of Chapter 165 of the Robins Municipal Code, **OR** possible motion by Council to suspend requirement for second reading of **Ordinance 2507** pursuant to Iowa Code section 380.3 and possible motion for final consideration and approval of **Ordinance 2507** – Amending the Zoning Map of Chapter 165 of the Robins Municipal Code
  - b. Third and Final Reading of **Ordinance No. 2508**, Creating Chapter 71 - Snow Removal, of the Robins Municipal Code, and Possible Related Action by Council
  - c. Third and Final Reading of **Ordinance No. 2509**, Amending Chapter 50 – Nuisance Abatement, of the Robins Municipal Code, and Possible Related Action by Council
  - d. Third and Final Reading of **Ordinance No. 2510**, Amending Chapter 105 – Solid Waste Control, of the Robins Municipal Code, and Possible Related Action by Council

- e. Third and Final Reading of **Ordinance No. 2511**, Amending Chapter 135 – Street Maintenance, of the Robins Municipal Code, and Possible Related Action by Council
- f. Third and Final Reading of **Ordinance No. 2512**, Amending Chapter 69 – Parking, of the Robins Municipal Code, and Possible Related Action by Council
- g. Second Reading of **Ordinance No. 2513** – Amending Chapter 63 – Speed Regulations, of the Robins Municipal Code, and Possible Related Action by Council
- h. Discussion: City Council Conduct Policy

**15. COUNCIL COMMENTS** - *During this portion of the meeting, Council members may bring forward communications, concerns and reports on various matters. The Council will not discuss, deliberate or take action on these matters at this time, but may include them on the agenda for future meetings*

**16. MOTION TO ADJOURN MEETING**



**To:** Mayor & Council

**Date:** 11/19/25

**From:** Kelli Scott, P.E.

**CC:**

**RE:** City Engineer's Report

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## **CITY PROJECTS**

### **West Main St Trail and Road Reconstruction**

No Update

The total project cost for the roadway is estimated to be \$4,600,000. Robins has been awarded \$1,587,000 in FY 27 and \$1,863,000 in FY 28 for the road for a total of \$3,450,000 in federal aid.

Robins has been awarded \$860,000 in funds for the trail for FY24. The trail portion of the project is estimated to be \$1,075,000.

### **West Main St Overlay**

The project is complete and came in under budget. The pay request is on the council agenda tonight, with the exception of retainage. The retainage will be released in 30 days and there is a 4 year maintenance bond on the project.

## **DEVELOPMENTS**

### **Robins Landing Phase I**

We have received a memo from a structural engineer regarding the construction of the intakes and have deemed the intakes, as constructed, acceptable. We will continue to watch them over the 4-year maintenance bond period to ensure there are no issues.

The developer has requested a variance to the side yard setbacks from 10' to 8'. This is due to the 80 ft lot size and most spec homes with a 3-stall are 62 to 63 ft wide. This was an oversight during the platting phase of the development, as both Marion and Cedar Rapids combined set backs are 14' vs Robins' 20. We have had other builders approach us with 65' plans they would like to build at the Landing as well. We will be preparing an amendment to the developers agreement with a

proposed 7' side yard set back to accommodate these requests. The alternative is to leave them at 10' and risk that the lots won't be sold, which would directly impact additional growth potential in town.

## **MISCELLANEOUS**

### **Sewer**

We need to start looking into sewer rate increases. The last rate increase was in 2019, which was the last of the 5-year (2015-2019) scheduled increases. The current monthly rate is \$32.50 per residential account. We have approximately 1150 residential accounts.

City staff has had conversations with Speer Financial, and the current rates cover our operating expenses, but do not provide for setting aside money for capital projects.

### **Water**

We had a meeting with CR on November 19<sup>th</sup>. They are working on the draft wholesale agreement and expect to have it to us by next week. We are planning a follow up discussion the week of December 1<sup>st</sup>.

We have reached out to others about operating our system and will be scheduling meeting in January.

### **Streets**

No Update.

Kluesner hasn't finished up the work they started this summer. Kluesner has been out doing some shoulder work along NCP Rd and some patching on Main St to buy some time between the rehab project and reconstruction projects. They are supposed to be returning to finish the shoulder work on NCP.

### **Bridges**

IBC will be performing the work on North Mentzer next spring.

City staff completed the repairs to the expansion joints on Main St and N Troy bridges the week of November 10<sup>th</sup>.

I have reached out to IBC on scheduling the repair work for the N Mentzer Rd bridge. When we determine when the work will take place we will let council know.

City staff is planning on doing some work to the expansion joints on the Main St and N Troy bridges, weather permitting.

### **Drainage**

The work Rathje performed on the SE trunk project seems to be holding up. We will continue keeping an eye on it and will likely need to continue performing some work to ensure the grass gets established.

### **Ordinance Updates**

Continue to have ordinances on the agenda.

### **CIP**

No Update

### **Tower Terrace Road**

The utility companies have requested relocations in lieu of raising power lines over the bridges. There will likely be additional expenses to Robins and Hiawatha for this work. We have requested some preliminary cost information as well as relocation options.

The new funding applications Notice of Funding Opportunity (NOFO) have been delayed due to the government shut down, so we are unsure as to when those will become available.

The project did NOT receive the BUILD grant.

The total project cost is estimated to be \$47.6M, with Robins' estimated obligation for the project to be \$8,585,842. If all grants are awarded, Robins' estimated contribution is \$287,267.

### **Indian Creek and Dry Run Creek Sanitary Sewer**

No Update

The projects are continuing as scheduled.

Segment 11 has a project completion date of June 1, 2025 and is estimated to be 50% complete as of December 19<sup>th</sup>. Robins total contribution is estimated to be \$2,023,870 (down from \$2,140,547) for Segment 11.

As of December 5<sup>th</sup>, Segment 7 was essentially complete with some potential seeding expenses to come in the Spring on 2025. Robins total contribution is estimated to be \$3,029,381.40 (up from \$2,995,608) for Segment 7.

### **Transportation Technical Advisory Committee (TTAC)**

No Update.

NCP Rd from Main St to CHR made it into the fiscally constrained plan for the 2030-2034 timeband. This project has been incorporated into the CIP due to the grant availability.

### **28-E Agreements**

No Update.

No additional conversations have been had regarding the 28E for sewer.

No future meetings are currently scheduled.



## REDI Monthly Council Report

### December 2025

REDI is submitting these monthly reports to the Robins City Council to better inform the council of economic development activity. We hope the council understands that some of the information needs to be in general form, as businesses may not want plans to be public yet.

### Developments

#### Robins Landing

- Residential – There will eventually be a total of 95 lots. The first plat has roughly half of the lots. There are currently 10 lots sold, with **four houses under construction and three completed with occupancy**. Lots are being sold, and any builder can be used to construct the house. **There are 2 more lots with potential buyers.**
- Commercial – This area is toward Tower Terrace Road along the Cedar Valley Nature Trail. Now that housing has started, developer Jon Dusek plans to begin discussions with potential businesses. Completion of Tower Terrace Road will have a significant impact on commercial development in this area.
- Robins Landing Park – The city determined that it wanted to create a large park for the entire area along the nature trail, rather than many small parks as the rest of the area develops. A trail connection and parking lot will be constructed as part of the development agreement when Hawkeye Drive is connected through. **The ITC Midwest Trail will also originate at the parking lot in Robins Landing Park.**
- Planned Light Industrial – This portion of the development along Tower Terrace Road has been sold to an entity controlled by Tim Wilson. He has the property listed with GLD Realty as build-to-suit. **It is anticipated that development of this property will start in 2026.**

#### Eagle View

- This is a commercial development along Center Point Road north of County Home Road. **There are currently 11 lots sold with 4 buildings that have been constructed. This area filled up rapidly. It shows there is a need for additional commercial development in Robins.**

#### Village Addition

- This is a residential development along Quass Road. **There are currently 26 lots sold, with 12 homes currently occupied or under construction.**

#### Sandridge Estates

- There are currently six lots sold, with five homes currently occupied or under construction.



### **Woods Edge at Dry Creek**

- Developer Mark Woods has been developing this area for many years. Many homes and duplexes have been constructed, with remaining available lots. There is additional land that may be developed.

### **Zeiser Property**

- There are several parcels for sale between N Center Point Rd and Quass Rd totaling about 180 acres. There seems to be interest.

### **Other Land for Sale**

- A commercial lot on Center Point Road across from Eagle View
- Commercial land at Center Point Road and County Home Road by Tradesman Square
- Commercial land across from Otter Creek County Store
- 12 acres of land zoned residential for sale at Mentzer Road and East Knoll -**this has been sold**

### **Additional Information**

If we miss any developments or development land for sale, please let us know, and we will add it to our next report.

**Greg Neumeyer is retiring from his Economic Development Director position with REDI at the end of the Year. Kent Stock has accepted the position and will start 1/1/2026.**

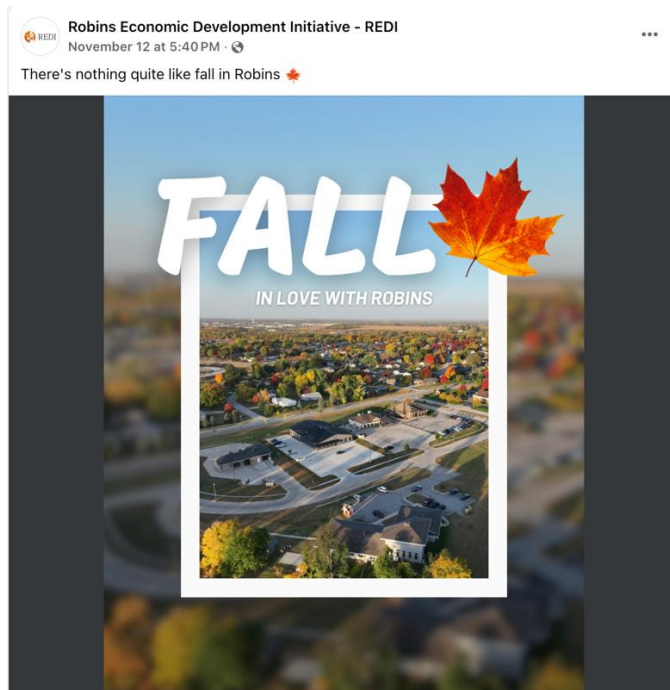
**REDI has had a City Council member as a member of the Board in the past with Dick Pilcher. However, since he went off the Council, we have not had this representation. As the Council does new member orientation, please consider having a member on the REDI board. We meet the 3<sup>rd</sup> Tuesday of most months from 12:30 – 1:30 at City Hall. Contact Board Chair Carrie Wilkinson for more information.**

**Attached is information from our Marketing Committee that will be presented by Kirk Hayden, part owner of a 40-year-old marketing firm, Metro Studios in Hiawatha and a resident of Robins for the past 25 years.**

Here's an update on our REDI Marketing Committee Goals and efforts, since forming our committee in July 2025:

Our primary goals are to inform and communicate what's happening in Robins—focusing on Lifestyle, Community Growth, and Economic Development initiatives. Here's a quick snapshot of how we are doing this:

- 1. Facebook Marketing:** We're creating monthly content to market posts that showcase Robins' lifestyle, mixed with Economic Development information. Our social media campaign approach is to reach out to residents, Robins business owners, and most importantly those outside of the community to engage with them about what is happening in Robins. We must communicate the current "Story of Robins" and its great lifestyle offerings, but also, we must present the opportunities for business growth here. We believe these two go together in growing this community. Also, we are focusing on retention of our current businesses, with multiple potential channels of outreach, thru marketing. We are looking at ways of promoting those current businesses and using our platforms to tell their stories of success in Robins. Here are a few examples of recent Facebook Posts, that have garnered solid engagement from our targeted audiences:





Robins Economic  
Development Initiative

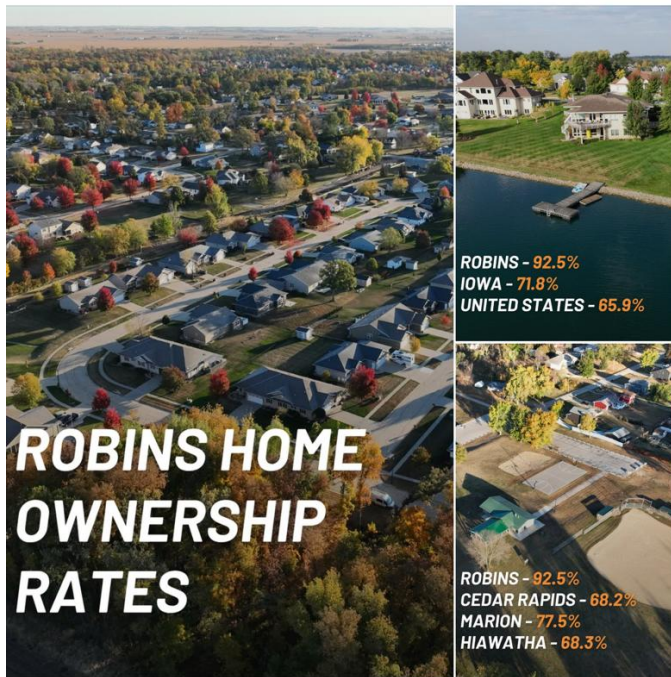


Robins Economic Development Initiative - REDI

July 10 · 🌐

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Did you know? Over 90% of Robins residents own their homes, one of the highest homeownership rates in Iowa!... [See more](#)



Robins Economic Development Initiative - REDI

July 3 · 🌐

...

Thinking about where to raise your family in Eastern Iowa? Here in Robins, it just feels right. With friendly neighbors, top-notch parks, and a small-town vibe that's c... [See more](#)



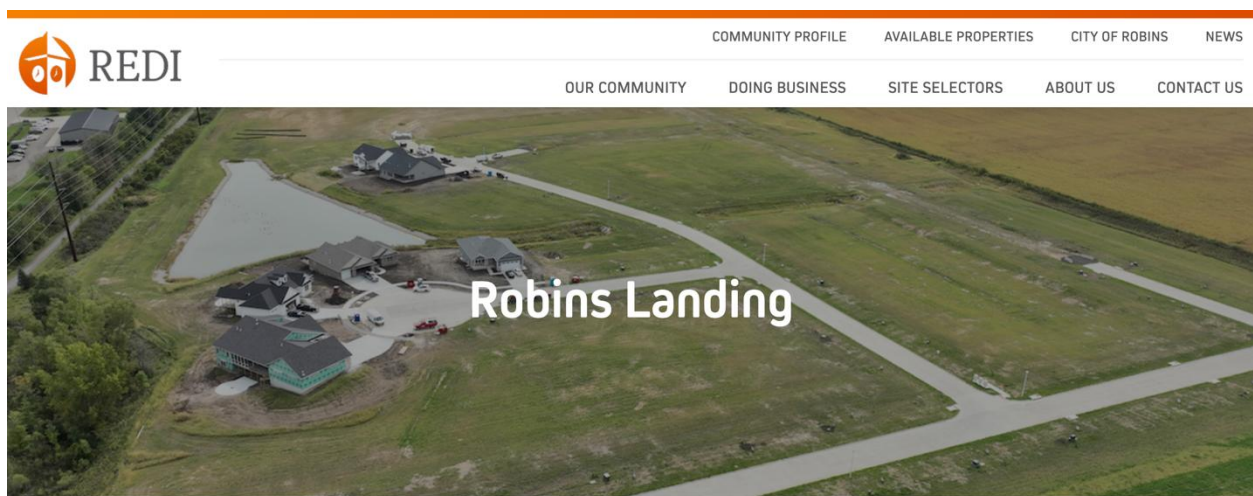


- 2. Website Growth:** We're expanding the REDI website to include more about residential offerings, city services (fire and police), and incentives - like tax abatement information.

As we grow our website, we will continue to market the business opportunities we have here, such as available properties, land for commercial development and even tell the stories of our current businesses through video and other storytelling initiatives.

As we continue to grow Robins commercially, the website will be our online bricks and mortar for telling that story.

Here's an example of a recent page addition, to target traffic for residential options in Robins:



The Robins Landing project will open doors to new employment opportunities across various sectors, including retail, hospitality, construction, healthcare, and professional services. By bringing new businesses and industries to the area, the development will help retain local talent, attract skilled workers, and stimulate career growth within the community.



## Parks & Infrastructure

Robins Landing is being designed as a “live-work-play” development, including residential, commercial, and recreational components.

Once completed, Robins Landing will create approximately 400 acres of housing, recreational space, commercial development, and industrial space located northwest of the intersection of Tower Terrace Road and Robins Road.

**Robins homeowners and business owners can benefit from:**

- Economic Development
- Affordable Housing
- Job Opportunities
- Community Services
- Partnerships
- Connection to Corridor Communities



### SINGLE FAMILY HOUSING

Single-family housing, townhouses, and patio home neighborhoods will be added to the community.

[LEARN MORE >](#)



### COMMERCIAL PROPERTIES

Development of buildings, infrastructure, and circulation to create a coordinated vision for future growth and redevelopment.

[LEARN MORE >](#)



### PLANNED INDUSTRIAL

Compatible commercial, civic, and recreational uses to support the industrial activities and provide amenities.

[LEARN MORE >](#)



### PARKS

Project will include addition of 13-acre city park with trailhead parking and connection to Cedar Valley Nature Trail.

[LEARN MORE >](#)

- 3. Future Marketing Growth Strategies:** We will look to grow our marketing tactics in addition to the website and social media marketing, as the REDI Brand becomes more refined. Areas we look to grow will be *email marketing* to our existing businesses, to keep them updated on everything “business related” in Robins, *content marketing* to tell stories visually (photo/video/written word) about the REDI brand and Robins growth. An example of this is: recently we were with the Fire Department at a training, shooting video, photos and on-camera interviews. We will be putting content together for all platforms, which will show residents and businesses about the top-notch Public Safety we have in this community.

As you can see, REDI is committed to communicating these opportunities to current businesses and potential new ones, through our current and future marketing efforts. We appreciate the Council’s involvement and support and look forward to an even stronger partnership as we move into 2026.



## Minutes of the November 17th, 2025 City Council Meeting

\*Unofficial meeting minutes until approved by Council\*

The regular meeting of the Robins City Council was called to order at 6:00 p.m. on Monday, November 17, 2025, at Robins City Hall, 265 S. 2nd Street, by Mayor Hinz. Following the Pledge of Allegiance, roll call was taken with the following Council members present: JD Smith, Leigh Cook, Dave Franzman, Cary Smith, and Mike Foley. Also in attendance were City Clerk Lisa Goodin, City Attorney Holly Corkery, City Engineer Kelli Scott, Police Chief Andy Humphrey, Building Official/Public Works Superintendent Mike Kortenkamp, Deputy City Clerk Rhonda Kortenkamp, and several members of the public. Planning & Zoning Administrator Vance McKinnon was absent. A motion to approve the agenda was made by Councilor JD Smith, seconded by Councilor Franzman, and carried unanimously.

CITIZENS COMMENTS: AGENDA ITEMS: Chris Dolan, attorney for Omnienscent Group, LLC addressed Council regarding Ordinance 2507. Mr. Dolan, on behalf of his client requested that Ordinance 2507 be withdrawn completely or amended to not re-zone the Eagle View First Addition development. Mr. Dolan read from his recent memorandum to Council containing supporting claims for his client's request. Bryce Ricklefs, developer of Eagle View 1<sup>st</sup> Additon made himself available for questions from Council and stated that the City has been discussing the re-zoning of his development for years and he had received his letter advising of the proposed re-zoning on October 1, 2025. He suggested that tournaments be added as a permitted use of sports practice facilities in the PLI zoning designation. Councilor Foley thanked Mr. Ricklefs for his support of the community with his continued development, adding that the first reading of Ordinance 2505 – Amending Chapter 165 – Zoning Ordinance, was originally tabled at his request out of respect for Mr. Ricklefs and to allow Mr. Foley additional time to research the issue. Melissa Duffield, Cedar Rapids and prospective purchaser of Lot 6 Eagle View, re-stated her status as a federal whistleblower and served the City of Robins with legal notice of her objection to Ordinance 2507 and her demand to void any zoning decisions due to a conflict of interest. Ann Duffield, Atkins and Melissa Duffield, Cedar Rapids and prospective purchaser of Lot 6 Eagle View, reported that, per Attorney Dolan's memo, the proposed re-zoning of Lot 6 of Eagle View First Addition would violate Robins' participation in the Community Block Development Grant program. Councilor Foley questioned Mrs. Duffield if she was confident in her facts. Mrs. Duffield replied in the affirmative and went on to name Councilor Foley as having a conflict of interest in the matter due to his position as a trustee for the Boys and Girls Club in Cedar Rapids. Councilor Foley replied that his involvement with the organization presented no conflict in any way. Mrs. Duffield stated that they want to provide a safe place for children to learn and train and that the Council's "kicking them down the road" is "throwing them to the wolves." Mrs. Duffield also claimed the Eagle View development was not suitable for industrial activities due to the road construction specs. NON-AGENDA ITEMS: Joseph Suchan, 1115 Morrison Dr. reported to Council his concerns about the drainage easement between his property and the adjoining lot on which a new home is being constructed, stating that dirt from the project is being placed in the easement, potentially restricting the flow of storm water runoff. Council acknowledged Mr. Suchan's repeated comments to Council as well as Engineer Scott's and Councilor Cook's visit to the property on 11/6. Scott assured Mr. Suchan that the Certificate of Occupancy for the adjoining lot will not be issued until the drainage easement has been properly graded. Mr. Suchan claimed that the project was violating DNR requirements and he would be contacting them. Councilor Cook inquired as to whether the DNR has done a site visit. Mr. Suchan's response was in the negative, but that it was "common sense." Bryce Ricklefs, developer of Eagle View 1<sup>st</sup> Additon, in reply to Mrs. Duffield's prior comments, provided that the roadway in his development was build with contractor storage in mind, which is what

the properties are being used for and the roadway was constructed with 8” concrete. Melissa Duffield, Cedar Rapids and prospective purchaser of Lot 6 Eagle View gave legal notice to the City, stating that cities cannot enact their own laws which are more powerful than state or federal law. Ms. Duffield referred to the City paying its officials to break the law and alleged that City Officials have committed fraud against members of the public. Ms. Duffield presented Clerk Goodin with a FOIA request, stating that Clerk Goodin should not tamper with documents because they have copies.

CONSENT AGENDA: The Consent Agenda, which included approval of the November 3, 2025 City Council Meeting minutes, the list of bills submitted and **Resolution No. 1125-12 – Approving the Tax Increment Financing Certification for Fiscal Year 2027** was approved following a motion by Councilor JD Smith, seconded by Councilor Franzman, with all members voting in favor.

OLD BUSINESS: Council was introduced to the City’s new full-time police officer, Officer Carter Dralle by Councilor Foley. **Resolution No. 1125-11 – Resolution authorizing the issuance and sale of Private School Revenue Bonds (Xavier School Project), Series 2025 in an aggregate principal amount not to exceed \$10,000,000; the execution and delivery of documents related thereto.** Councilor JD Smith motioned for approval; Councilor Foley seconded. Upon roll-call, all votes were aye. The resolution passed. Mayor Hinz opened a Public Hearing to Hear Questions and Concerns Relating to Amendment No. 1 to the Fiscal Year 2026 Municipal Budget at 6:40 p.m. and, hearing no comments, closed the hearing at 6:41 p.m. **Resolution No. 1125-10 – Approving Amendment No. 1 to the Fiscal Year 2025-2026 Municipal Budget.** Councilor Cook motioned for approval; Councilor JD Smith seconded. Upon a roll-call, all votes were aye. The resolution passed. At 6:42 p.m. Mayor Hinz opened a Public Hearing to Hear Questions and Concerns Relating to the Amendment of Chapter 165 – Zoning, of the Robins Municipal Code. Chris Dolan, attorney for Omnienscent Group, LLC objected to adoption of the ordinance based upon a conflict of interest on the part of Zoning Administrator McKinnon. Attorney Corkery clarified that no conflict of interest existed as Mr. McKinnon is not a voting member of the Planning & Zoning Commission. Hearing no further comments, the hearing was closed at 6:43 p.m. Third and Final Reading of **Ordinance 2505 – Amending Chapter 165 – Zoning, of the Robins Municipal Code.** Councilor JD Smith motioned for approval; Councilor Foley seconded. Upon roll-call, all votes were aye and Ordinance 2505 was adopted. First Reading of **Ordinance 2507 – Amending the Zoning Map of Chapter 165 of the Robins Municipal Code.** Councilor Cook motioned for approval of the first reading; Councilor JD Smith seconded. Upon a roll-call all votes were aye. At 6:46 p.m. Mayor Hinz opened a Public Hearing to Hear Questions and Concerns Relating to the Addition of Chapter 71, Snow Removal, of the Robins Municipal Code. Hearing no comments, the hearing was closed at 6:47 p.m. Second Reading of **Ordinance No. 2508, Creating Chapter 71 - Snow Removal, of the Robins Municipal Code.** Engineer Scott described the intent of the creation of Chapter 71 as a means to consolidate the City’s snow removal policy and several ordinances. Councilor Cook motioned for approval of the second reading; Councilor JD Smith seconded. Upon roll-call, all votes were aye. First Reading of **Ordinance No. 2513 – Amending Chapter 63 – Speed Regulations, of the Robins Municipal Code.** Engineer Scott described an effort by the City of Hiawatha to amend the speed limit on eastbound Tower Terrace Rd. from N. Center Point Rd. to Robins Rd. to 35 mph to match other sections of the roadway. She recommended that Robins do the same for the westbound portion of the roadway. Councilor Cook motioned for approval of the first reading; Councilor Foley seconded. Upon roll-call, all votes were aye.

OLD BUSINESS: Second Reading of **Ordinance No. 2509, Amending Chapter 50 – Nuisance Abatement, of the Robins Municipal Code.** Mayor Hinz called Council’s attention to the updated verbiage in section 50.02.4 regarding stagnant water. Councilor JD Smith motioned for approval of the second reading; Councilor Franzman seconded. Upon roll-call, all votes were aye. Second Reading of **Ordinance No. 2510, Amending Chapter 105 – Solid Waste Control, of the Robins Municipal Code.** Councilor Cook motioned for approval of the second reading; Councilor JD Smith seconded. Upon a roll-

call, all votes were aye. Second Reading of **Ordinance No. 2511, Amending Chapter 135 – Street Maintenance, of the Robins Municipal Code** Addressing the Council out of order, Greg Neumeyer, 535 Trailside Ct., pointed out that the ordinance, as written, does not specifically address the placement of cluster mailboxes in new developments. Engineer Scott proposed the following change “135.11.2.A.i.2 – For the purpose of this subsection, a standard mailbox meets the specifications of the US Postal Service. Mailboxes of any kind not designed to bend or fall away when struck by a vehicle are prohibited.” Councilor JD Smith motioned to approve the second reading, as amended; Councilor Cook seconded. Upon roll-call, all votes were aye. **Second Reading of Ordinance No. 2512, Amending Chapter 69 – Parking, of the Robins Municipal Code.** Councilor Franzman motioned for approval of the second reading; Councilor JD Smith seconded. Upon roll-call, all votes were aye.

COUNCIL COMMENTS: Clerk Goodin informed Council that staff access to the City’s municipal financial software would not be available December 9-12 as preparations were made to transition to the City’s new software provider. This outage will affect the financial reports prepared for the December 15<sup>th</sup> City Council meeting.

**At 7:00 p.m. Councilor Foley motioned that Council move into closed session; Councilor Cook seconded. Upon roll-call, all votes were aye.**

At 7:17 p.m. Council returned to open session with the entirety of the City Council present, as well as City Engineer Kelli Scott, Building Official/Public Works Superintendent Mike Kortenkamp, City Attorney Holly Corkery, Deputy City Clerk Rhonda Kortenkamp and City Clerk Lisa Goodin. **Resolution No. 1125-9 - A Resolution Approving the Signing of the Letter of Intent from Iowa American Water Company.** Councilor Franzman motioned for approval. There being no second to this motion, Resolution 1125-9 died due to lack of a second and was not approved.

ADJOURNMENT: The meeting adjourned at 7:20 p.m. following a motion by Councilor JD Smith, seconded by Councilor Cook. The motion carried unanimously

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Chuck Hinz, Mayor

ATTEST:

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Lisa Goodin, City Clerk/Treasurer

GL ACCT #	VENDOR NAME	REFERENCE	AMOUNT	CHECK#	CHECK DATE
GENERAL					
ACCOUNTS PAYABLES					
001-050-2120	ELECTRONIC FEDERAL TAX PAYMENT	FED/FICA TAX	2,965.32	22739356	12/01/25
001-050-2121	ELECTRONIC FEDERAL TAX PAYMENT	FED/FICA TAX	5,085.56	22739356	12/01/25
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	050	ACCOUNTS PAYABLES TOTAL	8,050.88		
POLICE					
001-110-6230	IOWA LAW ENFORCEMENT ACADEMY	MCGIVERN-BEHAVIORAL CLASS	75.00	33493	12/01/25
001-110-6310	ELECTRONIC ENGINEERING	CAMERA REPLACEMENT	694.22	33490	12/01/25
001-110-6320	LINN CO-OP OIL	CITY HALL/PUBLIC SAFETY	130.33	33501	12/01/25
001-110-6331	WEX BANK	20 FORD EXPLORER	283.35	33512	12/01/25
001-110-6332	LINN COUNTY SHERIFFS OFFICE	VEHICLE REPAIR/MAINTENANCE	423.35	33502	12/01/25
001-110-6371	ALLIANT ENERGY	225 2ND ST-PD	216.78	33483	12/01/25
001-110-6371	MID-AMERICAN ENERGY	PUBLIC SAFETY-PD	43.53	33504	12/01/25
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	110	POLICE TOTAL	1,866.56		
FIRE					
001-150-6310	POINTCORE, INC	LOCKER TAG/NAMEPLATE	70.54	33506	12/01/25
001-150-6310	ULINE	LABELING TAPE	66.91	33509	12/01/25
001-150-6320	LINN CO-OP OIL	CITY HALL/PUBLIC SAFETY	130.33	33501	12/01/25
001-150-6331	WEX BANK	UNIT 365	95.96	33512	12/01/25
001-150-6332	DANKO EMERGENCY EQUIPMENT	KUSSMAUL AUTO EJECT-YELLOW	422.39	33489	12/01/25
001-150-6332	LEGACY FIRE APPARATUS	SERVICE ON UNIT #360	795.47	33500	12/01/25
001-150-6371	ALLIANT ENERGY	225 2ND ST-FD	216.78	33483	12/01/25
001-150-6371	MID-AMERICAN ENERGY	PUBLIC SAFETY-FD	43.53	33504	12/01/25
001-150-6504	WITMER PUBLIC SAFETY	FIRE HOOKS-TWO	300.78	33511	12/01/25
001-150-6598	KIECKS CAREER APPAREL	UNIFORMS	77.40	33496	12/01/25
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	150	FIRE TOTAL	2,220.09		
BUILDING INSPECTIONS					
001-170-6240	KORTENKAMP RHONDA	MILEAGE-ALTOONA CLASS 11/13-14	159.60	33498	12/01/25
001-170-6331	WEX BANK	17 FORD ESCAPE	54.31	33512	12/01/25
001-170-6507	COPYWORKS	Inspection Tickets-Green	284.00	33487	12/01/25
			-----		
	170	BUILDING INSPECTIONS TOTAL	497.91		
STREETS					
001-210-6763	LINN CO-OP OIL	CLOCK TOWER	71.00	33501	12/01/25
001-210-6763	RATHJE CONSTRUCTION	Add Drainage Way	2,500.00	33507	12/01/25
			-----		
	210	STREETS TOTAL	2,571.00		
SOLID WASTE/RECYCLING					
001-290-6372	CR/LC SOLID WASTE AGENCY	TIRE OFF RIM	16.00	33488	12/01/25
001-290-6372	JORDAN'S PROPERTY CARE	LEAF PICKUP-NOV. 10,11,12,13	10,061.82	33495	12/01/25
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	290	SOLID WASTE/RECYCLING TOTAL	10,077.82		
PARKS					
001-430-6320	LINN CO-OP OIL	S TROY PARK	1,883.50	33501	12/01/25
001-430-6371	ALLIANT ENERGY	ROBINS PARK WELL-S TROY	250.24	33483	12/01/25

GL ACCT #	VENDOR NAME	REFERENCE	AMOUNT	CHECK#	CHECK DATE
		430 PARKS TOTAL	2,133.74		
001-499-6499	CULTURE & RECREATION 620 FOUNDATION	2025 Santa Donation	250.00	33465	11/18/25
		499 CULTURE & RECREATION TOTAL	250.00		
001-620-6373	POLICY & ADMIN METRO STUDIOS	WEB HOST/MAINTENANCE-NOVEMBER	169.95	33503	12/01/25
001-620-6419	G WORKS	Subscription 01/01/26-06/30/26	11,759.00	33491	12/01/25
001-620-6419	POINT COMPUTER SERVICES	CREATE HOYT/VANDERSANDEN EMAIL	175.00	33505	12/01/25
001-620-6419	TYLER TECHNOLOGIES INC	HRM ERP PRO-J. HACKFORT	585.00	33508	12/01/25
001-620-6505	CEDAR RAPIDS ECONOMIC ALLIANCE	DUES CY2026	3,500.00	33485	12/01/25
001-620-6507	GREAT WESTERN SUPPLY CO	SUPPLIES	65.44	33492	12/01/25
		620 POLICY & ADMIN TOTAL	16,254.39		
001-640-6411	LEGAL LAMSON DUGGAN & MURRAY	28E AGREEMENT REVIEW	157.50	33499	12/01/25
		640 LEGAL TOTAL	157.50		
001-650-6320	CITY HALL LINN CO-OP OIL	CITY HALL/PUBLIC SAFETY	130.34	33501	12/01/25
001-650-6371	ALLIANT ENERGY	ROBINS COMMUNITY CENTER	217.11	33483	12/01/25
001-650-6371	MID-AMERICAN ENERGY	TOWN HALL	45.90	33504	12/01/25
		650 CITY HALL TOTAL	393.35		
		001 GENERAL TOTAL	44,473.24		
110-050-2120	ROAD USE ACCOUNTS PAYABLES	ELECTRONIC FEDERAL TAX PAYMENT FED/FICA TAX	513.65	22739356	12/01/25
110-050-2121		ELECTRONIC FEDERAL TAX PAYMENT FED/FICA TAX	771.10	22739356	12/01/25
		050 ACCOUNTS PAYABLES TOTAL	1,284.75		
110-210-6310	STREETS JOHN DEERE CREDIT	HERBICIDE	29.99	33494	12/01/25
110-210-6331	JOHN DEERE CREDIT	SUPPLIES	17.97	33494	12/01/25
110-210-6331	WEX BANK	2022 FOR 550 STREET TRUCK	406.06	33512	12/01/25
110-210-6332	JOHN DEERE CREDIT	CHAIN, 12" BAR	28.99	33494	12/01/25
110-210-6332	JEFF VANERSVELDE	HARBOR FREIGHT-REIMBURSEMENT	39.98	33510	12/01/25
110-210-6371	ALLIANT ENERGY	ROBINS STREET LIGHTS	2,292.92	33483	12/01/25
110-210-6371	MID-AMERICAN ENERGY	STREETS BUILDING	20.53	33504	12/01/25
110-210-6417	JOHN DEERE CREDIT	TIE, CABLES	55.97	33494	12/01/25
110-210-6417	KLUESNER CONSTRUCTION INC	SEAL EXPANSION SEAMS	3,538.00	33497	12/01/25
		210 STREETS TOTAL	6,430.41		

GL ACCT #	VENDOR NAME	REFERENCE	AMOUNT	CHECK#	CHECK DATE
		110 ROAD USE TOTAL	7,715.16		
121-599-6795	LOCAL OPTION TAX OTHER COMMUNITY & EC DEV CEDAR RAPIDS CITY HALL	TTR IMPROVEMENT-MPO	13,823.03	33484	12/01/25
		599 OTHER COMMUNITY & EC DEV TOTAL	13,823.03		
		121 LOCAL OPTION TAX TOTAL	13,823.03		
600-810-6780	WATER WATER CEDAR RAPIDS MUNICIPAL UTIL	HYDRANT REPAIR-DEDUCTABLE	2,500.00	33486	12/01/25
		810 WATER TOTAL	2,500.00		
		600 WATER TOTAL	2,500.00		
610-050-2120	SEWER ACCOUNTS PAYABLES ELECTRONIC FEDERAL TAX PAYMENT	FED/FICA TAX	329.13	22739356	12/01/25
610-050-2121	ELECTRONIC FEDERAL TAX PAYMENT	FED/FICA TAX	635.92	22739356	12/01/25
		050 ACCOUNTS PAYABLES TOTAL	965.05		
610-815-6331	SEWER WEX BANK	SPARE CARD-SEWER	151.38	33512	12/01/25
610-815-6371	ALLIANT ENERGY	1151 CHARLOTTE AVE	137.27	33483	12/01/25
610-815-6371	MID-AMERICAN ENERGY	MAPLE ST LIFT	47.52	33504	12/01/25
		815 SEWER TOTAL	336.17		
		610 SEWER TOTAL	1,301.22		
		Accounts Payable Total	69,812.65		
Payroll Checks					
		001 GENERAL	24,601.19		
		110 ROAD USE	3,673.82		
		610 SEWER	3,140.90		
		Total Paid On: 12/01/25	31,415.91		
		Total Payroll Paid	31,415.91		

GL ACCT #	VENDOR NAME	REFERENCE	AMOUNT	CHECK#	CHECK DATE
Report Total			101,228.56		

**CLAIMS REPORT**  
**CLAIMS FUND SUMMARY****Payroll Checks: 11/18/2025-12/01/2025**

FUND	NAME	AMOUNT
001	GENERAL	69,074.43
110	ROAD USE	11,388.98
121	LOCAL OPTION TAX	13,823.03
600	WATER	2,500.00
610	SEWER	4,442.12
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	TOTAL FUNDS	101,228.56

# BUDGET REPORT

## CALENDAR 12/2025, FISCAL 6/2026

PCT OF FISCAL YTD 50.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
001-110-6010	SALARIES- FULL TIME - POLICE	225,000.00	11,116.54	62,986.55	27.99	162,013.45
001-110-6020	SALARIES - PART TIME	.00	.00	.00	.00	.00
001-110-6031	PD RESERVE OFFICER STIPENDS	7,000.00	.00	.00	.00	7,000.00
001-110-6160	WORKER'S COMP - POLICE	.00	.00	.00	.00	.00
001-110-6170	UNEMPLOYMENT COMPENSATION	.00	.00	91.64	.00	91.64-
001-110-6210	DUES & MEMBERSHIPS	.00	.00	.00	.00	.00
001-110-6230	TRAINING-POLICE	6,000.00	75.00	1,214.98	20.25	4,785.02
001-110-6232	TRAINING - POLICE RESERVES	.00	.00	.00	.00	.00
001-110-6310	BUILDING REPAIR/MAINT - POLICE	6,000.00	694.22	1,027.94	17.13	4,972.06
001-110-6320	GROUNDS MAINTENANCE - POLICE	.00	130.33	260.66	.00	260.66-
001-110-6331	VEHICLE FUEL & OIL - POLICE	12,000.00	283.35	1,698.55	14.15	10,301.45
001-110-6332	VEHICLE REPAIR/MAINT-POLICE	5,000.00	423.35	675.06	13.50	4,324.94
001-110-6371	ELECTRIC/GAS UTILITIES- POLICE	6,000.00	260.31	2,837.07	47.28	3,162.93
001-110-6373	COMMUNICATIONS-POLICE	3,000.00	.00	900.56	30.02	2,099.44
001-110-6374	WATER/SEWER UTILITIES - POLICE	.00	.00	.00	.00	.00
001-110-6408	MUNICIPAL INSURANCE - POLICE	24,150.00	.00	7,748.55	32.09	16,401.45
001-110-6419	IT SERVICES - POLICE	20,000.00	.00	6,400.46	32.00	13,599.54
001-110-6491	STATE-COUNTY CHARGES - POLICE	1,200.00	.00	600.00	50.00	600.00
001-110-6493	COUNTY DISPATCH FEES	5,100.00	.00	.00	.00	5,100.00
001-110-6506	OFFICE SUPPLIES - POLICE	1,500.00	.00	.00	.00	1,500.00
001-110-6507	OPERATING SUPPLIES - POLICE	14,000.00	.00	3,124.75	22.32	10,875.25
001-110-6508	POSTAGE	.00	.00	15.81	.00	15.81-
001-110-6509	OPERATING SUPPLIES-PD RESERVES	.00	.00	261.60	.00	261.60-
001-110-6598	POLICE DEPARTMENT ATTIRE	25,000.00	.00	280.92	1.12	24,719.08
001-110-6599	POLICE RESERVES ATTIRE	.00	.00	.00	.00	.00
001-110-6710	CAPITAL OUTLAY-VEHICLES-POLICE	25,000.00	.00	.00	.00	25,000.00
001-110-6727	CAPITAL OUTLAY-OTHER EQUIPMENT	18,000.00	.00	15,481.00	86.01	2,519.00
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	POLICE TOTAL	403,950.00	12,983.10	105,606.10	26.14	298,343.90
001-130-6799	2020 DERECHO - STORM DAMAGE	.00	.00	.00	.00	.00
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	EMERGENCY MANAGEMENT TOTAL	.00	.00	.00	.00	.00
001-150-6010	FIRE CHIEF SALARY & STIPENDS	75,708.50	70.20	38,539.51	50.91	37,168.99
001-150-6160	WORKER'S COMP - FIRE	.00	.00	.00	.00	.00
001-150-6170	UNEMPLOYMENT COMPENSATION-FIRE	.00	.00	.00	.00	.00
001-150-6210	DUES-MEMBERSHIPS - FIRE	700.00	.00	.00	.00	700.00
001-150-6230	TRAINING - FIRE	4,000.00	.00	.00	.00	4,000.00
001-150-6231	MEDICAL TRAINING - FIRE	6,500.00	.00	.00	.00	6,500.00
001-150-6310	BUILDING MAINT & REPAIR - FIRE	17,500.00	137.45	6,473.36	36.99	11,026.64
001-150-6320	GROUNDS MAINTENANCE - FIRE	.00	130.33	260.67	.00	260.67-
001-150-6331	VEHICLE FUEL & OIL - FIRE	2,500.00	95.96	909.12	36.36	1,590.88
001-150-6332	VEHICLE MAINT & REPAIR - FIRE	11,500.00	1,217.86	1,724.31	14.99	9,775.69
001-150-6371	ELECTRIG/GAS UTILITIES - FIRE	6,000.00	260.31	2,837.12	47.29	3,162.88
001-150-6373	COMMUNICATIONS - FIRE	1,800.00	.00	522.75	29.04	1,277.25
001-150-6374	WATER/SEWER UTILITIES - FIRE	.00	.00	.00	.00	.00
001-150-6408	MUNICIPAL INSURANCE - FIRE	34,500.00	.00	10,977.10	31.82	23,522.90
001-150-6412	MEDICAL/WELLNESS - FIRE	6,000.00	.00	1,340.69	22.34	4,659.31
001-150-6501	MEDICAL SUPPLIES - FIRE	2,500.00	.00	396.30	15.85	2,103.70
001-150-6504	MINOR EQUIP. PURCHASE - FIRE	3,500.00	300.78	469.47	13.41	3,030.53

**BUDGET REPORT**  
**CALENDAR 12/2025, FISCAL 6/2026**

PCT OF FISCAL YTD 50.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
001-150-6507	OPERATING SUPPLIES - FIRE	.00	.00	218.78	.00	218.78-
001-150-6598	FIRE DEPARTMENT ATTIRE	12,000.00	77.40	505.13	4.21	11,494.87
001-150-6710	CAPITAL OUTLAY- VEHICLES- FIRE	355,009.00	.00	.00	.00	355,009.00
001-150-6727	CAPITAL OUTLAY-OTHER EQUI	.00	.00	.00	.00	.00
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	FIRE TOTAL	539,717.50	2,290.29	65,174.31	12.08	474,543.19
001-170-6010	SALARIES - BUILDING INSPECTION	110,000.00	.00	4,573.49	4.16	105,426.51
001-170-6230	TRAINING- BUILDING INSEPTIONS	1,500.00	.00	609.96	40.66	890.04
001-170-6240	MILEAGE - BUILDING INSPECTIONS	1,000.00	159.60	351.40	35.14	648.60
001-170-6331	VEHICLE FUEL & OIL	.00	54.31	125.28	.00	125.28-
001-170-6332	VEHICLE MAINT/REPAIR-BLDG INSP	2,000.00	.00	895.09	44.75	1,104.91
001-170-6373	COMMUNICATIONS - BLDG INSPECT.	1,540.00	.00	579.72	37.64	960.28
001-170-6413	PAYMENT TO OTHER AGENCIES	.00	.00	318.75	.00	318.75-
001-170-6415	PROFESSIONAL SERVICES	.00	.00	.00	.00	.00
001-170-6419	IT SERVICES	.00	.00	717.75	.00	717.75-
001-170-6507	OPERATING SUPPLIES- BLDG INSP	4,400.00	284.00	540.12	12.28	3,859.88
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	BUILDING INSPECTIONS TOTAL	120,440.00	497.91	8,711.56	7.23	111,728.44
001-190-6490	ANIMAL CONTROL-HUMANE SOCIETY	500.00	.00	335.00	67.00	165.00
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	ANIMAL CONTROL TOTAL	500.00	.00	335.00	67.00	165.00
001-210-6010	SALARIES- FULL TIME - DRAINAGE	39,856.00	1,707.73	16,830.90	42.23	23,025.10
001-210-6020	SALARIES- PART TIME - DRAINAGE	.00	.00	.00	.00	.00
001-210-6170	UNEMPLOYMENT COMP - DRAINAGE	.00	.00	.00	.00	.00
001-210-6320	MOWING COSTS	2,000.00	.00	148.45	7.42	1,851.55
001-210-6413	PAYMENT TO OTHER AGENCIES	.00	.00	1,709.00	.00	1,709.00-
001-210-6417	STREET MAINTENANCE - DRAINAGE	.00	.00	27.50	.00	27.50-
001-210-6419	IT SERVICES	.00	.00	653.92	.00	653.92-
001-210-6499	NPDES REQUIREMENTS	3,000.00	.00	277.75	9.26	2,722.25
001-210-6763	CAPITAL OUTLAY-BRIDGE/DRAINAGE	65,000.00	2,571.00	23,813.52	36.64	41,186.48
001-210-6764	TREE MAINTENANCE - DRAINAGE	2,500.00	.00	.00	.00	2,500.00
001-210-6766	STORM DAMAGE COSTS	.00	.00	.00	.00	.00
001-210-6767	CAPITAL OUTLAY - STORM SEWER	.00	.00	.00	.00	.00
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	STREETS TOTAL	112,356.00	4,278.73	43,461.04	38.68	68,894.96
001-230-6371	STREET LIGHTS	.00	.00	.00	.00	.00
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	STREET LIGHTS TOTAL	.00	.00	.00	.00	.00
001-240-6490	TRAFFIC SIGNS	.00	.00	.00	.00	.00
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	TRAFFIC SAFETY TOTAL	.00	.00	.00	.00	.00
001-290-6372	SOLID WASTE EXPENSE	25,000.00	10,077.82	12,561.82	50.25	12,438.18
001-290-6503	SOLID WASTE TAGS - PURCHASE	.00	.00	.00	.00	.00
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	SOLID WASTE/RECYCLING TOTAL	25,000.00	10,077.82	12,561.82	50.25	12,438.18

# BUDGET REPORT

## CALENDAR 12/2025, FISCAL 6/2026

PCT OF FISCAL YTD 50.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
001-410-6490	LIBRARY CONTRACT	110,000.00	.00	49,088.02	44.63	60,911.98
	LIBRARY TOTAL	110,000.00	.00	49,088.02	44.63	60,911.98
001-430-6010	SALARIES - FULL TIME - PARKS	38,000.00	1,564.64	18,803.36	49.48	19,196.64
001-430-6020	SALARIES - PART TIME - PARKS	.00	.00	.00	.00	.00
001-430-6310	BUILDING MAINT & REPAIR-PARKS	35,000.00	.00	8,021.76	22.92	26,978.24
001-430-6311	SECURITY CAMERAS - PARKS	2,000.00	.00	944.54	47.23	1,055.46
001-430-6312	SPORT/PLAYGRND EQUIP MAINT/REP	.00	.00	.00	.00	.00
001-430-6320	GROUPS MAINT & REPAIR-PARKS	.00	1,883.50	3,414.92	.00	3,414.92-
001-430-6371	ELECTRIC/GAS UTILITIES - PARKS	6,000.00	250.24	2,428.26	40.47	3,571.74
001-430-6374	WATER/SEWER UTILITIES - PARKS	.00	.00	.00	.00	.00
001-430-6490	PARK DEVELOPMENT PLANS	.00	.00	.00	.00	.00
001-430-6504	MINOR EQUIP PURCHASE-PLAYGRND	.00	.00	.00	.00	.00
001-430-6505	MINOR EQUIP PURCHASE - SPORTS	.00	.00	.00	.00	.00
001-430-6730	CAPITAL OUTLAY-PARK LAND	.00	.00	.00	.00	.00
001-430-6799	CAPITAL OUTLAY-PARK IMPROVEMEN	25,000.00	.00	.00	.00	25,000.00
	PARKS TOTAL	106,000.00	3,698.38	33,612.84	31.71	72,387.16
001-450-6320	CEMETARY MAINTENANCE	1,000.00	.00	8.42	.84	991.58
	CEMETERY TOTAL	1,000.00	.00	8.42	.84	991.58
001-499-6499	SPECIAL EVENTS	1,800.00	.00	305.80	16.99	1,494.20
	CULTURE & RECREATION TOTAL	1,800.00	.00	305.80	16.99	1,494.20
001-510-6310	CLOCK TOWER MAINT/REPAIR	1,500.00	.00	.00	.00	1,500.00
001-510-6399	ENTRANCE SIGNAGE	500.00	.00	.00	.00	500.00
	BEAUTIFICATION TOTAL	2,000.00	.00	.00	.00	2,000.00
001-521-6130	IPERS - CENSUS DO NOT USE	.00	.00	.00	.00	.00
001-521-6132	HEALTH INS- CENSUS DO NOT USE	.00	.00	.00	.00	.00
	CENSUS TOTAL	.00	.00	.00	.00	.00
001-530-6499	OTHER CONTRACTUAL SERVICE	.00	.00	.00	.00	.00
	HOUSING & URBAN RENEWAL TOTAL	.00	.00	.00	.00	.00
001-540-6010	SALARIES - PLANNING & ZONING	36,800.00	7,130.64	60,185.08	163.55	23,385.08-
001-540-6099	MEETING FEES - P&Z/BoA	1,500.00	.00	656.64	43.78	843.36
001-540-6230	TRAINING - P&Z	500.00	.00	.00	.00	500.00
001-540-6240	MILEAGE/STIPENDS - P&Z	.00	.00	.00	.00	.00
001-540-6373	COMMUNICATIONS - P&Z	.00	.00	.00	.00	.00
001-540-6507	OPERATING SUPPLIES - P&Z	.00	.00	796.99	.00	796.99-
	PLANNING & ZONING TOTAL	38,800.00	7,130.64	61,638.71	158.86	22,838.71-

# BUDGET REPORT

## CALENDAR 12/2025, FISCAL 6/2026

PCT OF FISCAL YTD 50.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
001-610-6010	SALARIES - MAYOR & COUNCIL	19,500.00	400.00	7,560.00	38.77	11,940.00
001-610-6230	TRAINING - MAYOR & COUNCIL	.00	.00	.00	.00	.00
001-610-6240	GAS STIPENDS - MAYOR & COUNCIL	1,500.00	.00	420.00	28.00	1,080.00
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	MAYOR/COUNCIL TOTAL	21,000.00	400.00	7,980.00	38.00	13,020.00
001-620-6010	SALARIES - P&A	186,634.00	11,033.78	81,358.16	43.59	105,275.84
001-620-6020	SALARIES - PART TIME - P&A	.00	.00	.00	.00	.00
001-620-6170	UNEMPLOYMENT COMPENSATION-P&A	.00	.00	35.85	.00	35.85-
001-620-6210	DUES & MEMBERSHIPS - P&A	9,000.00	.00	2,297.00	25.52	6,703.00
001-620-6230	TRAINING - P&A	3,000.00	.00	2,960.96	98.70	39.04
001-620-6373	COMMUNICATIONS - P&A	4,500.00	169.95	2,186.95	48.60	2,313.05
001-620-6402	LEGAL PUBLICATIONS - P&A	3,500.00	.00	2,205.23	63.01	1,294.77
001-620-6408	MUNICIPAL INSURANCE - P&A	51,750.00	.00	18,079.25	34.94	33,670.75
001-620-6414	DIGITALIZING FILES - P&A	.00	.00	.00	.00	.00
001-620-6415	BANK FEES	.00	.00	.00	.00	.00
001-620-6419	DATA PROCESSING-P&A	90,000.00	12,519.00	68,207.35	75.79	21,792.65
001-620-6420	ELECTION FEES DELETE IN FY27	3,500.00	.00	.00	.00	3,500.00
001-620-6504	COMPUTER EQUIP. PURCHASE	.00	.00	.00	.00	.00
001-620-6505	CORRIDOR MPO	6,458.00	3,500.00	6,444.13	99.79	13.87
001-620-6506	OFFICE SUPPLIES-P&A	7,000.00	.00	714.88	10.21	6,285.12
001-620-6507	MISC SUPPLIES-P&A	5,000.00	65.44	1,400.77	28.02	3,599.23
001-620-6508	POSTAGE - P&A	1,500.00	.00	850.27	56.68	649.73
001-620-6509	OFFICE CONTINGENCIES-P&A	6,000.00	.00	1,070.89	17.85	4,929.11
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	POLICY & ADMIN TOTAL	377,842.00	27,288.17	187,811.69	49.71	190,030.31
001-630-6413	ELECTION FEES	3,500.00	.00	.00	.00	3,500.00
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	ELECTIONS TOTAL	3,500.00	.00	.00	.00	3,500.00
001-640-6406	ROBINS LANDING ENGINEERING	30,000.00	.00	9,786.70	32.62	20,213.30
001-640-6407	ENGINEERING EXPENSE - P&A	15,000.00	.00	17,621.45	117.48	2,621.45-
001-640-6411	LEGAL FEES - P&A	27,600.00	157.50	29,460.81	106.74	1,860.81-
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	LEGAL TOTAL	72,600.00	157.50	56,868.96	78.33	15,731.04
001-650-6020	SALARY -CLEANING CITY HALL	6,300.00	435.24	2,478.06	39.33	3,821.94
001-650-6310	BUILDING REPAIR/MAINT - CH	5,000.00	.00	2,755.38	55.11	2,244.62
001-650-6320	GROUNDS MAINTENANCE - CH	.00	130.34	460.67	.00	460.67-
001-650-6371	GAS/ELECTRIC UTILITIES - CH	5,150.00	263.01	2,713.79	52.69	2,436.21
001-650-6372	CHURCH OF THE BRETHREN	40,000.00	.00	.00	.00	40,000.00
001-650-6374	WATER/SEWER UTILITIES - CH	.00	.00	.00	.00	.00
001-650-6598	SERVICE CHARGES	.00	.00	.00	.00	.00
001-650-6750	CAPITAL OUTLAY-CH BUILDINGS	25,000.00	.00	.00	.00	25,000.00
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	CITY HALL TOTAL	81,450.00	828.59	8,407.90	10.32	73,042.10
001-910-6910	TRANSFER OUT	.00	.00	.00	.00	.00
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	TRANSFERS TOTAL	.00	.00	.00	.00	.00
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# BUDGET REPORT

## CALENDAR 12/2025, FISCAL 6/2026

PCT OF FISCAL YTD 50.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	GENERAL TOTAL	2,017,955.50	69,631.13	641,572.17	31.79	1,376,383.33
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110-210-6010	SALARIES- FULL TIME - ROAD USE	143,100.00	4,881.30	47,587.02	33.25	95,512.98
110-210-6020	SALARIES - PART TIME- ROAD USE	.00	.00	.00	.00	.00
110-210-6170	UNEMPLOYMENT COMPENSATION-R/U	.00	.00	78.89	.00	78.89-
110-210-6199	OTHER COSTS/DRUG TESTING-R/U	500.00	.00	310.00	62.00	190.00
110-210-6310	BUILDING REPAIR/MAINT-ROAD USE	4,000.00	29.99	1,419.13	35.48	2,580.87
110-210-6331	VEHICLE GAS & OIL - ROAD USE	12,000.00	424.03	3,409.44	28.41	8,590.56
110-210-6332	EQUIPMENT REPAIR - ROAD USE	8,000.00	68.97	3,073.81	38.42	4,926.19
110-210-6371	ELECTRIC/GAS UTILITIES - R/U	5,000.00	2,313.45	12,924.19	258.48	7,924.19-
110-210-6373	COMMUNICATIONS-ROAD USE	9,500.00	.00	1,078.96	11.36	8,421.04
110-210-6374	WATER/SEWER UTILITIES-ROAD USE	.00	.00	.00	.00	.00
110-210-6407	ENGINEERING EXPENSE - ROAD USE	.00	.00	.00	.00	.00
110-210-6408	MUNICIPAL INSURANCE - ROAD USE	46,000.00	.00	16,159.40	35.13	29,840.60
110-210-6411	LEGAL EXPENSE - ROAD USE	10,000.00	.00	.00	.00	10,000.00
110-210-6417	STREET MAINTENANCE - ROAD USE	100,000.00	3,593.97	29,441.75	29.44	70,558.25
110-210-6430	W MAIN ST REHAB NCPR TO TULLYM	400,000.00	.00	11,156.60	2.79	388,843.40
110-210-6504	PARTS & REPAIR-ROAD USE	10,000.00	.00	1,074.40	10.74	8,925.60
110-210-6598	ATTIRE - ROAD USE	1,000.00	.00	785.13	78.51	214.87
110-210-6599	ROCK/SAND/MATERIALS-ROAD USE	23,000.00	.00	47.18	.21	22,952.82
110-210-6723	CAPITAL EQUIPMENT PURCHASE-R/U	10,000.00	.00	.00	.00	10,000.00
110-210-6751	SOUTH BLDG ADDITION - RESERVE	20,000.00	.00	.00	.00	20,000.00
110-210-6758	BUCKET TRUCK RESERVE	4,000.00	.00	.00	.00	4,000.00
110-210-6759	BACKHOE RESERVE	4,667.00	.00	.00	.00	4,667.00
110-210-6760	TRACTOR RESERVE	4,333.00	.00	.00	.00	4,333.00
110-210-6761	SNOW TRUCK RESERVE (2024)	10,000.00	.00	.00	.00	10,000.00
110-210-6762	SNOW TRUCK #2 RESERVE (2017)	10,000.00	.00	.00	.00	10,000.00
110-210-6763	UTILITY TRUCK (2003)	13,792.00	.00	.00	.00	13,792.00
110-210-6764	UTILITY TRUCK RESERVE (2019)	12,760.00	.00	.00	.00	12,760.00
110-210-6765	WATER TRUCK RESERVE	5,000.00	.00	.00	.00	5,000.00
110-210-6769	BOBCAT RESERVE	5,000.00	.00	.00	.00	5,000.00
110-210-6770	UTILITY TRUCK RESERVE	10,707.00	.00	.00	.00	10,707.00
110-210-6791	TOWER TERRACE NEPA/ENGINEERING	.00	.00	1,410.36	.00	1,410.36-
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	STREETS TOTAL	882,359.00	11,311.71	129,956.26	14.73	752,402.74
110-230-6378	STREET LIGHTS	25,000.00	.00	8,400.98	33.60	16,599.02
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	STREET LIGHTS TOTAL	25,000.00	.00	8,400.98	33.60	16,599.02
110-240-6512	TRAFFIC REPLACEMENT SIGNS/POST	1,500.00	.00	868.68	57.91	631.32
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	TRAFFIC SAFETY TOTAL	1,500.00	.00	868.68	57.91	631.32
110-250-6010	SALARIES, SNOW	14,700.00	178.60	1,964.63	13.36	12,735.37
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	SNOW REMOVAL TOTAL	14,700.00	178.60	1,964.63	13.36	12,735.37
110-260-6407	HIGHWAY ENGINEERING EXPENSE	.00	.00	.00	.00	.00
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**BUDGET REPORT**  
**CALENDAR 12/2025, FISCAL 6/2026**

PCT OF FISCAL YTD 50.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	HIGHWAY ENGINEERING TOTAL	.00	.00	.00	.00	.00
110-270-6417	STREET SWEEPING	5,000.00	.00	.00	.00	5,000.00
	STREET CLEANING TOTAL	5,000.00	.00	.00	.00	5,000.00
	ROAD USE TOTAL	928,559.00	11,490.31	141,190.55	15.21	787,368.45
112-110-6110	FICA - POLICE	16,065.00	840.61	4,710.77	29.32	11,354.23
112-110-6130	IPERS - POLICE	19,824.00	1,021.19	5,565.36	28.07	14,258.64
112-110-6132	HEALTH INSURANCE - POLICE	42,343.00	1,152.22	12,665.36	29.91	29,677.64
	POLICE TOTAL	78,232.00	3,014.02	22,941.49	29.32	55,290.51
112-150-6110	FICA - FIRE	5,240.00	5.36	3,072.45	58.63	2,167.55
112-150-6130	IPERS - FIRE	3,963.00	6.62	2,471.26	62.36	1,491.74
112-150-6132	HEALTH INSURANCE - FIRE	.00	.00	206.47	.00	206.47-
	FIRE TOTAL	9,203.00	11.98	5,750.18	62.48	3,452.82
112-170-6110	FICA - BUILDING INSPECTIONS	8,470.00	344.80	3,817.33	45.07	4,652.67
112-170-6130	IPERS - BUILDING INSPECTIONS	10,384.00	431.78	4,686.81	45.13	5,697.19
112-170-6132	HEALTH INSURANCE-BLDG INSPECT	16,837.00	601.29	6,678.87	39.67	10,158.13
	BUILDING INSPECTIONS TOTAL	35,691.00	1,377.87	15,183.01	42.54	20,507.99
112-210-6110	FICA - STREETS/DRAINAGE	13,996.00	501.17	4,899.53	35.01	9,096.47
112-210-6130	IPERS - STREETS/DRAINAGE	17,271.00	622.00	6,040.81	34.98	11,230.19
112-210-6132	HEALTH INSURANCE-STREETS&DRAIN	14,003.00	342.14	3,657.52	26.12	10,345.48
	STREETS TOTAL	45,270.00	1,465.31	14,597.86	32.25	30,672.14
112-250-6110	FICA - SNOW REMOVAL	1,125.00	13.52	149.06	13.25	975.94
112-250-6130	IPERS - SNOW REMOVAL	1,388.00	16.86	180.98	13.04	1,207.02
112-250-6132	HEALTH INSURANCE -SNOW REMOVAL	347.00	16.61	174.19	50.20	172.81
	SNOW REMOVAL TOTAL	2,860.00	46.99	504.23	17.63	2,355.77
112-430-6110	FICA - PARKS	2,811.00	119.41	1,427.59	50.79	1,383.41
112-430-6130	IPERS - PARKS	3,469.00	147.68	1,755.53	50.61	1,713.47
112-430-6132	HEALTH INSURANCE - PARKS	694.00	33.24	348.49	50.21	345.51
	PARKS TOTAL	6,974.00	300.33	3,531.61	50.64	3,442.39
112-540-6110	FICA - P&Z/BUILDING	2,834.00	205.09	1,072.94	37.86	1,761.06
112-540-6130	IPERS - P&Z/BUILDING	3,474.00	241.33	1,278.67	36.81	2,195.33
112-540-6132	HEALTH INSURANCE-P&Z/BUILDING	.00	164.24	748.71	.00	748.71-

**BUDGET REPORT**  
**CALENDAR 12/2025, FISCAL 6/2026**

PCT OF FISCAL YTD 50.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	PLANNING & ZONING TOTAL	6,308.00	610.66	3,100.32	49.15	3,207.68
112-610-6110	FICA - MAYOR/COUNCIL	1,492.00	30.60	518.82	34.77	973.18
112-610-6130	IPERS - MAYOR/COUNCIL	1,841.00	.00	90.63	4.92	1,750.37
112-610-6132	HEALTH INSURANCE-MAYOR/COUNCIL	.00	.00	.00	.00	.00
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	MAYOR/COUNCIL TOTAL	3,333.00	30.60	609.45	18.29	2,723.55
112-620-6110	FICA - POLICY & ADMINISTRATION	14,277.00	834.47	5,933.29	41.56	8,343.71
112-620-6130	IPERS -POLICY & ADMINISTRATION	17,618.00	1,041.55	7,380.57	41.89	10,237.43
112-620-6132	HEALTH INSURANCE-POLICY & ADMN	22,678.00	1,127.33	5,624.20	24.80	17,053.80
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	POLICY & ADMIN TOTAL	54,573.00	3,003.35	18,938.06	34.70	35,634.94
112-650-6110	FICA - CITY HALL	482.00	33.30	189.57	39.33	292.43
112-650-6130	IPERS - CITY HALL	595.00	41.10	233.91	39.31	361.09
112-650-6132	HEALTH INSURANCE - CITY HALL	.00	.00	.00	.00	.00
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	CITY HALL TOTAL	1,077.00	74.40	423.48	39.32	653.52
112-910-6910	TRANSFER OUT-EMPLOYEE BENEFITS	.00	.00	.00	.00	.00
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	TRANSFERS TOTAL	.00	.00	.00	.00	.00
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	EMPLOYEE BENEFIT TOTAL	243,521.00	9,935.51	85,579.69	35.14	157,941.31
		=====	=====	=====	=====	=====
115-440-6504	R.B.I.EQUIPMENT	.00	.00	.00	.00	.00
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	RBI TOTAL	.00	.00	.00	.00	.00
115-910-6910	TRANSFER OUT	.00	.00	.00	.00	.00
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	TRANSFERS TOTAL	.00	.00	.00	.00	.00
		=====	=====	=====	=====	=====
	RBI BASEBALL TOTAL	.00	.00	.00	.00	.00
		=====	=====	=====	=====	=====
121-299-6794	W.MAIN ST.RECON & TRAIL	300,000.00	.00	.00	.00	300,000.00
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	OTHER PUBLIC WORKS TOTAL	300,000.00	.00	.00	.00	300,000.00
121-430-6730	PURCHASE PARK LAND-R LANDING	.00	.00	.00	.00	.00
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	PARKS TOTAL	.00	.00	.00	.00	.00
121-520-6420	ECONOMIC DEVELOPMENT (REDI)	68,000.00	.00	31,500.00	46.32	36,500.00
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**BUDGET REPORT**  
**CALENDAR 12/2025, FISCAL 6/2026**

PCT OF FISCAL YTD 50.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
	ROBINS ECONOMIC DVMT TOTAL	68,000.00	.00	31,500.00	46.32	36,500.00
121-599-6425	SE TRUNK SEWER UPGRADE	.00	.00	.00	.00	.00
121-599-6795	T.TERRACE CPF GRANT SHARE	417,632.00	13,823.03	34,338.65	8.22	383,293.35
	OTHER COMMUNITY & EC DEV TOTA	417,632.00	13,823.03	34,338.65	8.22	383,293.35
121-750-6428	ROBINS LANDING UPSIZE&SERVICES	.00	.00	.00	.00	.00
121-750-6429	UTILITY EXTENSION RESERVE	.00	.00	.00	.00	.00
121-750-6431	HMA-SINGER HILL/N.TROY ROAD	.00	.00	.00	.00	.00
121-750-6432	1/2 KINGS WAY WATER LOOP	.00	.00	.00	.00	.00
121-750-6792	D&M WATERMAIN PROJECT	.00	.00	.00	.00	.00
121-750-6793	CAMBRIDGE/KINGWAYS WATER LOOP	.00	.00	.00	.00	.00
	CAPITAL PROJECTS TOTAL	.00	.00	.00	.00	.00
121-910-6910	TRANSFER OUT	.00	.00	.00	.00	.00
	TRANSFERS TOTAL	.00	.00	.00	.00	.00
	LOCAL OPTION TAX TOTAL	785,632.00	13,823.03	65,838.65	8.38	719,793.35
125-910-6911	TRANSFER OUT - TIF	414,078.00	.00	.00	.00	414,078.00
	TRANSFERS TOTAL	414,078.00	.00	.00	.00	414,078.00
	TIF TOTAL	414,078.00	.00	.00	.00	414,078.00
200-710-6899	BONDING FEES	.00	.00	.00	.00	.00
	DEBT SERVICE TOTAL	.00	.00	.00	.00	.00
200-711-6801	PRINCIPAL-2016 GO REF (3.805M)	320,000.00	.00	.00	.00	320,000.00
200-711-6851	INTEREST-2016 GO REF (3.805M)	12,098.00	.00	6,048.75	50.00	6,049.25
200-711-6899	BOND FEES-2016 GO REF (3.805M)	600.00	.00	.00	.00	600.00
	DEBT SERVICE TOTAL	332,698.00	.00	6,048.75	1.82	326,649.25
200-712-6801	PRINCIPAL-2020 GO REF (4.755M)	255,000.00	.00	.00	.00	255,000.00
200-712-6851	INTEREST-2020 GO REF (4.755M)	16,448.00	.00	8,223.75	50.00	8,224.25
200-712-6899	BOND FEES-2020 GO REF (4.755M)	1,200.00	.00	.00	.00	1,200.00
	DEBT SERVICE TOTAL	272,648.00	.00	8,223.75	3.02	264,424.25
200-713-6801	PRINCIPAL-2024 GO I.C.(2.045M)	170,000.00	.00	.00	.00	170,000.00

**BUDGET REPORT**  
**CALENDAR 12/2025, FISCAL 6/2026**

PCT OF FISCAL YTD 50.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
200-713-6851	INTEREST-2024 GO I.CR.(2.045M)	74,800.00	.00	37,400.00	50.00	37,400.00
200-713-6899	BOND FEES-2024 GO I.C.(2.045M)	600.00	.00	.00	.00	600.00
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	DEBT SERVICE TOTAL	245,400.00	.00	37,400.00	15.24	208,000.00
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	DEBT SERVICE TOTAL	850,746.00	.00	51,672.50	6.07	799,073.50
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301-750-6761	C/H ROAD WITH LINN COUNTY	.00	.00	.00	.00	.00
301-750-6764	TOWER TERRACE INTERCHANGE	.00	.00	.00	.00	.00
301-750-6797	BOND FEES	.00	.00	.00	.00	.00
301-750-6800	INDIAN CREEK SEWER PROJECT	85,000.00	.00	.00	.00	85,000.00
301-750-6803	DEBT - PRINCIPAL	.00	.00	.00	.00	.00
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	CAPITAL PROJECTS TOTAL	85,000.00	.00	.00	.00	85,000.00
301-910-6910	TRANSFER OUT CAPITAL PROJ	.00	.00	.00	.00	.00
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	TRANSFERS TOTAL	.00	.00	.00	.00	.00
		=====	=====	=====	=====	=====
	CAPITAL PROJECTS TOTAL	85,000.00	.00	.00	.00	85,000.00
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600-810-6010	SALARIES-WATER	.00	.00	.00	.00	.00
600-810-6110	FICA-CITY SHARE - WATER	.00	.00	.00	.00	.00
600-810-6130	IPERS-CITY SHARE - WATER	.00	.00	.00	.00	.00
600-810-6132	HEALTH INSURANCE - WATER	.00	.00	.00	.00	.00
600-810-6371	UTILITIES-WATER	12,000.00	.00	1,619.08	13.49	10,380.92
600-810-6492	WATER-PUMP RESERVES	30,000.00	.00	.00	.00	30,000.00
600-810-6507	OPERATING SUPPLIES - WATER	5,000.00	.00	.00	.00	5,000.00
600-810-6780	CAPITAL OUTLY-UTILITY SYS	.00	2,500.00	2,500.00	.00	2,500.00-
600-810-6790	CAPITAL IMPROVEMENT	.00	.00	.00	.00	.00
600-810-6799	WATER MAIN UPSIZING	.00	.00	.00	.00	.00
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	WATER TOTAL	47,000.00	2,500.00	4,119.08	8.76	42,880.92
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	WATER TOTAL	47,000.00	2,500.00	4,119.08	8.76	42,880.92
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610-815-6010	SALARIES- FULL TIME - SEWER	103,371.00	4,235.58	43,528.78	42.11	59,842.22
610-815-6020	SALARIES - PART TIME - SEWER	.00	.00	.00	.00	.00
610-815-6110	FICA - CITY SHARE - SEWER	7,960.00	317.96	3,177.55	39.92	4,782.45
610-815-6130	IPERS - CITY SHARE - SEWER	9,717.00	399.92	4,005.92	41.23	5,711.08
610-815-6132	HEALTH INS. CITY SHARE - SEWER	19,393.00	719.65	8,072.84	41.63	11,320.16
610-815-6331	VEHICLE FUEL & OIL	.00	151.38	151.38	.00	151.38-

# BUDGET REPORT

## CALENDAR 12/2025, FISCAL 6/2026

PCT OF FISCAL YTD 50.0%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	PTD BALANCE	YTD BALANCE	PERCENT EXPENDED	UNEXPENDED
610-815-6350	SEWER MAINTENANCE	27,000.00	.00	5,635.15	20.87	21,364.85
610-815-6371	GAS/ELECTRIC UTILITIES - SEWER	7,200.00	184.79	3,025.35	42.02	4,174.65
610-815-6399	INFILTRATION-SEWER	40,000.00	.00	.00	.00	40,000.00
610-815-6407	ENGINEERING EXPENSE	.00	.00	.00	.00	.00
610-815-6408	MUNICIPAL INSURANCE - SEWER	34,500.00	.00	13,559.95	39.30	20,940.05
610-815-6411	LEGAL EXPENSE - SEWER	5,000.00	.00	.00	.00	5,000.00
610-815-6418	SALES TAX EXPENSE-SEWER	3,150.00	.00	520.42	16.52	2,629.58
610-815-6490	ADMINISTRATION-SEWER	2,500.00	.00	411.30	16.45	2,088.70
610-815-6499	C.R. HOOKUP	245,000.00	.00	93,207.55	38.04	151,792.45
610-815-6501	CHEMICALS-SEWER	500.00	.00	.00	.00	500.00
610-815-6504	SEWER PUMP REPAIR/REPLACEMENT	16,000.00	.00	5,339.81	33.37	10,660.19
610-815-6506	OFFICE SUPPLIES-SEWER	1,000.00	.00	.00	.00	1,000.00
610-815-6507	FOR BOND PAYMENT	.00	.00	.00	.00	.00
610-815-6508	POSTAGE-SEWER	2,300.00	.00	122.00	5.30	2,178.00
610-815-6509	MOBILE GENERATOR	20,000.00	.00	.00	.00	20,000.00
610-815-6791	INDIAN CREEK SEWER UPGRADE	.00	.00	.00	.00	.00
	SEWER TOTAL	544,591.00	6,009.28	180,758.00	33.19	363,833.00
610-910-6910	TRANSFER OUT - SEWER	.00	.00	.00	.00	.00
	TRANSFERS TOTAL	.00	.00	.00	.00	.00
	SEWER TOTAL	544,591.00	6,009.28	180,758.00	33.19	363,833.00
	TOTAL OF ALL EXPENSES	5,917,082.50	113,389.26	1,170,730.64	19.79	4,746,351.86

# BANK CASH REPORT

## 2025

BANK NAME FUND GL NAME	OCTOBER CASH BALANCE	NOVEMBER RECEIPTS	NOVEMBER DISBURSMENTS	NOVEMBER CASH BALANCE	OUTSTANDING TRANSACTIONS	NOV BANK BALANCE
1.Community Savings Bank #0753						
-----						
BANK 1.Community Savings Bank #0753						3,267,807.51
001 GENERAL CHECKING	1,207,465.82	98,058.88	317,695.51	987,829.19		
001 RESERVES - POLICE	0.00	0.00	0.00	0.00		
001 RESERVES - FIRE	0.00	0.00	0.00	0.00		
001 RESERVES - PARKS	0.00	0.00	0.00	0.00		
001 RESERVES - CITY HALL	0.00	0.00	0.00	0.00	129,820.34	
110 ROAD USE CHECKING	181,672.21	42,468.17	34,565.63	189,574.75	41,724.07	
112 CHECKING - EMPLOYEE BENEFITS	64,972.85	9,108.10	13,989.86	60,091.09		
115 R.B.I. CHECKING	0.00	0.00	0.00	0.00		
121 CHECKING - LOST	158,842.54	46,523.50	0.00	205,366.04		
125 CHECKING - TIF	219,420.38	16,261.77	0.00	235,682.15	15,000.00	
200 CHECKING - DEBT SERVICE	210,453.46	15,916.62	51,672.50	174,697.58	56,672.50	
301 CHECKING - CAPITAL PROJECTS	1,050,302.67	0.00	0.00	1,050,302.67		
600 CHECKING - WATER FUND	54,388.25	4,056.75	36,896.15	21,548.85	333.24	
610 CHECKING - SEWER FUND	147,976.97	2,105.01	123,141.40	26,940.58	38,217.65	
PENDING CREDIT-CARD DEPOSITS					171.89	
DEPOSITS					298,649.47	
TRANSFER-IN					13,255.67	
WITHDRAWALS					367.50	
TRANSFER-OUT					345,716.34-	
-----						
1.Community Savings Bank #0753	3,295,495.15	234,498.80	577,961.05	2,952,032.90	315,774.61	3,267,807.51
2.CSB - Star Plus Savngs #0365						
-----						
BANK 2.CSB - Star Plus Savngs #0365						3,307,281.29
001 SAVINGS - GENERAL FUND	563,132.14	78,258.97	0.00	641,391.11		
001 SAVINGS - POLICE	89,676.00	67,379.75	0.00	157,055.75		
001 SAVINGS - FIRE	773,915.00	5,116.71	0.00	779,031.71		
001 SAVINGS - PARKS	25,000.00	41,037.10	0.00	66,037.10		
001 SAVINGS - CITY HALL	25,000.00	13,997.45	0.00	38,997.45		
110 RESERVES- ADDITION TO S BLDG	5,301.00	0.00	0.00	5,301.00		
110 RESERVES- BUCKET TRUCK	4,000.00	0.00	0.00	4,000.00		
110 RESERVES- BACKHOE	18,670.00	0.00	0.00	18,670.00		
110 RESERVES- TRACTOR	49,831.00	0.00	0.00	49,831.00		
110 RESERVES- SNOW TRUCK	176,589.00	0.00	0.00	176,589.00		
110 RESERVES- SNOW TRUCK 2	0.00	0.00	0.00	0.00		
110 RESERVES- UTILITY TRUCK 1	40,667.00	0.00	0.00	40,667.00		
110 RESERVES- UTILITY TRUCK 2	33,385.00	0.00	0.00	33,385.00		
110 SAVINGS - UTILITY TRUCK 3	18,862.00	0.00	0.00	18,862.00		
110 RESERVES- WATER TRUCK	18,000.00	0.00	0.00	18,000.00		
110 RESERVES- BOBCAT	27,225.00	0.00	0.00	27,225.00		
110 RESERVES-TOWER TERRACE NEPA	0.00	0.00	0.00	0.00		
110 RESERVES - ROAD USE	400,001.95	0.00	0.00	400,001.95		
115 SAVINGS - R.B.I.	0.00	0.00	0.00	0.00		
121 RESERVES - LOST	228,232.73	0.00	0.00	228,232.73		
125 SAVINGS - TIF	2,251.65	0.00	0.00	2,251.65		
200 SAVINGS - DEBT SERVICE	8,250.37	0.00	0.00	8,250.37		
301 RESERVES - CAPITAL PROJECTS	5,054.18	0.00	0.00	5,054.18		
600 RESERVES- WATER FUND	217,240.05	36,562.91	0.00	253,802.96		
610 RESERVES- SEWER FUND	576,997.22	90,107.78	0.00	667,105.00		
TRANSFER-IN					332,460.67	

# BANK CASH REPORT 2025

BANK NAME FUND GL NAME	OCTOBER CASH BALANCE	NOVEMBER RECEIPTS	NOVEMBER DISBURSMENTS	NOVEMBER CASH BALANCE	OUTSTANDING TRANSACTIONS	NOV BANK BALANCE
2.CSB - Star Plus Savngs #0365	3,307,281.29	332,460.67	0.00	3,639,741.96	332,460.67-	3,307,281.29
3.CSB - Saving/Indian Cr #4476						
BANK 3.CSB - Saving/Indian Cr #4476						695.22
301 CAP.PROJ-SAVINGS-INDIAN CREEK	695.22	0.00	0.00	695.22		
3.CSB - Saving/Indian Cr #4476	695.22	0.00	0.00	695.22	0.00	695.22
4.CSB CDs #7003471						
BANK 4.CSB CDs #7003471						1,126,807.72
001 CSB CD #7003471 - GENERAL FUND	563,403.88	0.00	0.00	563,403.88		
121 CSB CD #7003471 - LOST	563,403.84	0.00	0.00	563,403.84		
4.CSB CDs TOTALS	1,126,807.72	0.00	0.00	1,126,807.72	0.00	1,126,807.72
TOTAL OF ALL BANKS	7,730,279.38	566,959.47	577,961.05	7,719,277.80	16,686.06-	7,702,591.74

GLFUNDRP		Tue Nov 25, 2025 3:44 PM		City of Robins IA		OPER: L G	
07.01.21		FROM 12/01/2025 TO 12/01/2025		FUND BALANCE REPORT			
BANK NAME		OCTOBER	NOVEMBER	NOVEMBER	NOVEMBER	INVOICES	
FUND GL	NAME	CASH BALANCE	RECEIPTS	DISBURSMENTS	CASH BALANCE	PAID	BANK BALANCE
							2026 BUDGET
1.Community Savings Bank #0753							
001	GENERAL CHECKING	1,207,465.82	98,058.88	317,695.51	987,829.19	36,172.36	2,017,955.50
001	RESERVES - POLICE	0.00	0.00	0.00	0.00		
001	RESERVES - FIRE	0.00	0.00	0.00	0.00		
001	RESERVES - PARKS	0.00	0.00	0.00	0.00		
001	RESERVES - CITY HALL	0.00	0.00	0.00	0.00		
110	ROAD USE CHECKING	181,672.21	42,468.17	34,565.63	189,574.75	6,430.41	928,559.00
112	CHECKING - EMPLOYEE BENEFITS	64,972.85	9,108.10	13,989.86	60,091.09		243,521.00
115	R.B.I. CHECKING	0.00	0.00	0.00	0.00		
121	CHECKING - LOST	158,842.54	46,523.50	0.00	205,366.04	13,823.03	785,632.00
125	CHECKING - TIF	219,420.38	16,261.77	0.00	235,682.15		414,078.00
200	CHECKING - DEBT SERVICE	210,453.46	15,916.62	51,672.50	174,697.58		850,746.00
301	CHECKING - CAPITAL PROJECTS	1,050,302.67	0.00	0.00	1,050,302.67		85,000.00
600	CHECKING - WATER FUND	54,388.25	4,056.75	36,896.15	21,548.85	2,500.00	47,000.00
610	CHECKING - SEWER FUND	147,976.97	2,105.01	123,141.40	26,940.58	336.17	544,591.00
1.Community Savings Bank #0753		3,295,495.15	234,498.80	577,961.05	2,952,032.90	59,261.97	2,892,770.93
2.CSB - Star Plus Savngs #0365							
001	SAVINGS - GENERAL FUND	563,132.14	78,258.97	0.00	641,391.11		2,017,955.50
001	SAVINGS - POLICE	89,676.00	67,379.75	0.00	157,055.75		
001	SAVINGS - FIRE	773,915.00	5,116.71	0.00	779,031.71		
001	SAVINGS - PARKS	25,000.00	41,037.10	0.00	66,037.10		
001	SAVINGS - CITY HALL	25,000.00	13,997.45	0.00	38,997.45		
110	RESERVES- ADDITION TO S BLDG	5,301.00	0.00	0.00	5,301.00		928,559.00
110	RESERVES- BUCKET TRUCK	4,000.00	0.00	0.00	4,000.00		
110	RESERVES- BACKHOE	18,670.00	0.00	0.00	18,670.00		
110	RESERVES- TRACTOR	49,831.00	0.00	0.00	49,831.00		
110	RESERVES- SNOW TRUCK	176,589.00	0.00	0.00	176,589.00		
110	RESERVES- SNOW TRUCK 2	0.00	0.00	0.00	0.00		
110	RESERVES- UTILITY TRUCK 1	40,667.00	0.00	0.00	40,667.00		
110	RESERVES- UTILITY TRUCK 2	33,385.00	0.00	0.00	33,385.00		
110	SAVINGS - UTILITY TRUCK 3	18,862.00	0.00	0.00	18,862.00		
110	RESERVES- WATER TRUCK	18,000.00	0.00	0.00	18,000.00		
110	RESERVES- BOBCAT	27,225.00	0.00	0.00	27,225.00		
110	RESERVES-TOWER TERRACE NEPA	0.00	0.00	0.00	0.00		
110	RESERVES - ROAD USE	400,001.95	0.00	0.00	400,001.95		
115	SAVINGS - R.B.I.	0.00	0.00	0.00	0.00		
121	RESERVES - LOST	228,232.73	0.00	0.00	228,232.73		785,632.00
125	SAVINGS - TIF	2,251.65	0.00	0.00	2,251.65		414,078.00
200	SAVINGS - DEBT SERVICE	8,250.37	0.00	0.00	8,250.37		850,746.00
301	RESERVES - CAPITAL PROJECTS	5,054.18	0.00	0.00	5,054.18		85,000.00
600	RESERVES- WATER FUND	217,240.05	36,562.91	0.00	253,802.96		47,000.00
610	RESERVES- SEWER FUND	576,997.22	90,107.78	0.00	667,105.00		544,591.00
2.CSB - Star Plus Savngs #0365		3,307,281.29	332,460.67	0.00	3,639,741.96	0.00	3,639,741.96

## FUND BALANCE REPORT

FUND	BANK GL	NAME	OCTOBER CASH BALANCE	NOVEMBER RECEIPTS	NOVEMBER DISBURSMENTS	NOVEMBER CASH BALANCE	INVOICES PAID	BANK BALANCE	2026 BUDGET
		3.CSB - Saving/Indian Cr #4476							
301		CAP.PROJ-SAVINGS-INDIAN CREEK	695.22	0.00	0.00	695.22			85,000.00
		3.CSB - Saving/Indian Cr #4476	695.22	0.00	0.00	695.22	0.00	695.22	85,000.00
		4.CSB CDs #7003471							
001		CSB CD #7003471 - GENERAL FUND	563,403.88	0.00	0.00	563,403.88			2,017,955.50
121		CSB CD #7003471 - LOST	563,403.84	0.00	0.00	563,403.84			785,632.00
		4.CSB CDs TOTALS	1,126,807.72	0.00	0.00	1,126,807.72	0.00	1,126,807.72	2,803,587.50
		TOTAL OF ALL BANKS	7,730,279.38	566,959.47	577,961.05	7,719,277.80	59,261.97	7,660,015.83	14,479,231.50

## **RESOLUTION NO. 1225-1**

### **RESOLUTION APPROVING APPLICATION FOR CLASS B WINE PERMIT, CLASS C BEER PERMIT (CARRYOUT BEER), CLASS E LIQUOR LICENSE, INCLUDING SUNDAY SALES**

**WHEREAS**, Donald Burd and Joseph Burd, owners of Otter Creek Country Stores, Inc., have applied to the City of Robins for a Class B Wine Permit, Class C Beer Permit (Carryout Beer), Class E Liquor License, including Sunday Sales and

**WHEREAS**, requirements per the State of Iowa, and Chapter 120 of the Robins Municipal Code, regulating the sale of beer, liquor, and wine, have been met.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Robins, Iowa that Class B Wine Permit, Class C Beer Permit (Carryout Beer), Class E Liquor License, including Sunday Sales, for Otter Creek Country Stores, Inc., doing business as Otter Creek Country Store, is hereby approved.

PASSED AND APPROVED, this 1st day of December 2025.

---

Chuck Hinz Mayor

ATTEST:

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Lisa Goodin, City Clerk/Treasurer

License  
Administration

&lt; CITY OF ROBINS

## Alcohol Permit Review

CITY OF ROBINS  
1608372800

### Draft

Confirmation #  
0-009-423-469  
Saved 18-Nov-2025 16:27:33 by Lisa Goodin

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**Continue Editing**

## Alcohol Permit App. Review

&gt;

Permit Details

### Business Information

Application Printable View

Name of Legal Entity : OTTER CREEK COUNTRY STORES INC

Business Type : Corporation

SOS Business Number : 483907

### Permit/License Details

License Number : LE0002665

Premises DBA : OTTER CREEK COUNTRY STORE

Premises Address : 3445 COUNTY HOME RD CEDAR RAPIDS  
IA 52411-9501

Permit/License Type : Class "E" Retail Alcohol License (LE)

Permit/License Length : 12 months

Permit/License Effective Date : 01-Jan-2026

Permit/License Expiration Date : 31-Dec-2026

Sales and Use Permit/License Number : 157056323

Premise Type : Convenience Store

Contact Name : DONALD BURD

Contact Phone : 319-533-1825

Contact Phone Extension :

Contact Email Address : don@burdproperty.com

### Privileges



Outdoor Service



Living Quarters

Provided description of the Outdoor Service area:

## Premises Information

Control of Premises : Own

Number of Floors : 1

Retail Square Footage : 3,875

Does or will the licensed location wholesale alcoholic beverages to on-premises retail alcohol licensees? : No

Is the premises open 24/7? : No

Describe the hours the store is open : 5:00 am to 11:00 pm Daily

Are deliveries able to be received 24/7? : No

Are the hours of delivery flexible? : Yes

Do you need to make changes to the owners listed? This can include removal of owners, new owners with at least 10% ownership, new board members, etc. : No

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

Has there been a change in the control of property over the last 12 months? This includes a renewed/updated lease agreement, or changing from a deed to a lease, or a lease to a deed. : No

Has the number of floors of the premises changed? : No

Have there been any changes to the premises in the last 12 months? This includes any changes that affect where alcohol is manufactured, stored, sold or consumed, such as adding, deleting, or changing permanent outdoor service areas. : No

Has the square footage of the premises changed? : No

Do you need to update your Premises Hours? : Yes

Do you need to make changes to your delivery hours? : No

Owners

Ownership Type	Owner	Owner Address	Date of Birth	US Citizen	Ownership Percentage
Individual	BURD, DONALD	690 BOYSON ROAD HIAWATHA IA 52233	24-Jan-1964	<input checked="" type="checkbox"/>	50.00
Individual	BURD, JOSEPH	5114 NORTH MARION ROAD CENTRAL CITY IA 52214	22-Feb-1965	<input checked="" type="checkbox"/>	50.00

Auto Renewal

Do you wish to enroll in the Automatic Renewal Program at this time?

Yes

No

Criminal History Details

Since the license was last issued, 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?

Yes

No

Since the license was last issued, 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.

Yes

No

Sketch of Premises



< Previous

Next >

Your online session will timeout after 30 minutes of inactivity. All unsaved information will be lost.

Resources

- Frequently Asked Questions
- Contact Us
- Subscribe to Updates

Other Links

- State of Iowa Directory
- Website Policies

# ROBINS FIRE DEPARTMENT

# FIRE AND LIFE SAFETY INSPECTION REPORT

Business: \_\_\_\_\_ Address: \_\_\_\_\_ Date: \_\_\_\_\_

Building Owner: \_\_\_\_\_ Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

*The following items are common violations of Chapter 163 of the Robins Municipal Fire Code and/or IFC 2021. All violations shall be corrected. This report shall not be construed as permission to violate the provisions of the Code that may not have been observed during the inspection.*

[illegible]

1. ADDRESSING
2. APPLIANCES
3. CEILING TILES
4. COMPRESSED GAS CYLINDERS
5. ELECTRICAL PANEL(S)
6. EXIT SIGNAGE
7. EMERGENCY LIGHTS
8. SPRINKLER ESCUTCHEON PLATE/GUARD

[illegible]

9. EXITS/ACCESS/DISCHARGE
10. EXPOSED WIRING
11. EXTENSION CORDS/POWER STRIPS
12. FIRE ALARM AND SPRINKLER SYSTEM
13. FIRE EXTINGUISHERS
14. SMOKE, CO, CO<sub>2</sub> DETECTORS
15. COMBUSTIBLE MATERIALS/STORAGE
16. FLAMMABLE/COMBUSTIBLE LIQUIDS

[illegible]

Alarm Panel \_\_\_\_\_ Fire Dept .Hookup\_\_\_\_\_

Sprinkler Valve \_\_\_\_\_ Knox Box \_\_\_\_\_

Re-inspection Date: \_\_\_\_\_  
(month) (day) (year)

Inspector Signature

Responsible Party Signature

Inspector Printed Name

Responsible Party Printed Name

Responsible Party Phone #/Email

firecodeofficial@cityofrobins.org

**CITY COUNCIL RESOLUTION NO. 1225-2**

**A RESOLUTION APPROVING ACCEPTANCE OF PUBLIC IMPROVEMENTS, CHANGE ORDER NO. 1, AND PAY APPLICATION NO. 1 FOR THE WEST MAIN STREET PAVEMENT IMPROVEMENT PROJECT**

WHEREAS, the City of Robins entered into a contract with LL Pelling Company, Inc. for the West Main Street Pavement Improvement Project; and

WHEREAS, Snyder & Associates, Inc. has reviewed the completed work and recommends acceptance of the public improvements, noting that all contract work, punch list items, and Change Order work have been completed in accordance with the project specifications; and

WHEREAS, Change Order No. 1 reconciles final quantity adjustments and modifies certain bid items and unit prices, resulting in a net contract reduction of Ninety-One Thousand Three Hundred Twenty-Five Dollars (\$91,325.00); and

WHEREAS, LL Pelling Company, Inc. has submitted Pay Application No. 1 in the amount of Three Hundred Forty-Six Thousand Seven Hundred Fifty-Seven Dollars and Sixty-Four Cents (\$346,757.64) for work completed between September 1, 2025 and November 14, 2025; and

WHEREAS, Snyder & Associates, Inc. recommends approval of Change Order No. 1, approval of Pay Application No. 1, and acceptance of the improvements as of November 17, 2025; and

WHEREAS, retainage in the amount of Ten Thousand Seven Hundred Twenty-Four Dollars and Forty-Six Cents (\$10,724.46) shall be released thirty (30) days after acceptance if no claims are filed; and

WHEREAS, LL Pelling Company, Inc. has provided the required four-year maintenance bond beginning on the date of acceptance.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBINS, IOWA, that:

1. The public improvements for the West Main Street Pavement Improvement Project are hereby accepted as of November 17, 2025.
2. Change Order No. 1 is hereby approved.
3. Pay Application No. 1, in the amount of \$346,757.64, payable to LL Pelling Company, Inc., is hereby approved.
4. Retainage in the amount of \$10,724.46 shall be released in accordance with Iowa Code requirements, thirty (30) days following acceptance if no claims are filed.

Passed and approved this 1st day of December, 2025.

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Chuck Hinz, Mayor

ATTEST:

---

Lisa Goodin, City Clerk/Treasurer



November 19, 2025

City of Robins  
265 South 2<sup>nd</sup> St  
Robins, IA 52328

RE: MAIN STREET PAVEMENT REHABILITATION  
PAY REQUEST NO. 1, CHANGE ORDER NO. 1, AND ACCEPTANCE OF IMPROVEMENTS

Dear Mayor and City Council,

LL Pelling has completed all work on the Main Street Pavement Rehabilitation from North Center Point Road to Tullymore Drive project including punch list and change order items. We have conducted a final field review of all work on the project and find it to be acceptable and in general conformance with the contract documents.

Enclosed for your review and approval are Pay Request No. 1 and Change Order No. 1 for work completed on the project. Change Order No. 1 reconciles the plan quantities' overages and underruns and modifies certain bid items and contract unit prices in accordance with the Instruction to Contractor No. 1.

We are hereby recommending acceptance of the public improvements and approval of Pay Request No. 1, Change Order No. 1 in the amount of \$346,757.64 to LL Pelling. If there are no claims on file 30 days following acceptance of the project, the retainage for the amount of \$10,724.46 shall be released following the 30 days.

A maintenance bond has been provided for a period of four (4) years after acceptance of the project. The date of acceptance is hereby noted as November 17, 2025.

Please contact me with any questions you may have.

Respectfully,

SNYDER & ASSOCIATES, INC.

A handwritten signature in blue ink that reads 'Dax Suntken'.

Dax Suntken, P.E.  
Project Manager

Cc: Joel Gryp, LL Pelling  
Kelli Scott, City of Robins  
Mike Kortenkamp, City of Robins

Attached: Pay Request No. 1  
Change Order No. 1

## APPLICATION FOR PARTIAL PAYMENT NO. 1

PROJECT: West Main Street Rehab

S&A PROJECT NO.: 125.0188.08

OWNER: City of Robins  
CONTRACTOR: LL Pelling  
ADDRESS: 1425 W Penn Street (P.O. Box 230)  
North Liberty, IA 52317  
DATE: 10/29/2025

PAYMENT PERIOD: 9/1/2025  
to 11/14/2025

### 1. CONTRACT SUMMARY:

Original Contract Amount: \$ 489,335.60  
Net Change by Change Order: \$ (91,325.00)  
Contract Amount to Date: \$ 398,010.60

#### CONTRACT PERIOD: TOTAL WORKING DAYS:

Original Contract Date:

Original Contract Time:

### 2. WORK SUMMARY:

Total Work Performed to Date: \$ 357,482.10  
Retainage: 3% \$10,724.46  
Total Earned Less Retainage: \$346,757.64  
Less Previous Applications for Payment: \$ -  
AMOUNT DUE THIS APPLICATION: \$346,757.64

Added by Change Order: 0

Contract Time to Date: 0

Time Used to Date:

Contract Time Remaining: 0

### 3. CONTRACTOR'S CERTIFICATION:

The undersigned CONTRACTOR certifies that:

- (1) all previous progress payments received from OWNER on account of Work done under the contract referred to above have been applied to discharge in full all obligations of CONTRACTOR incurred in connection with the Work covered by prior Applications for Payment; and  
(2) title to all materials and equipment incorporated in said Work or otherwise listed in or covered by the application for Payment are free and clear of all liens, claims, security interests, and encumbrances

LL PELLING Company  
CONTRACTOR

By Jel Gnyf DATE: 10/31/25

### 4. ENGINEER'S APPROVAL:

Payment of the above AMOUNT DUE THIS APPLICATION is recommended:

Snyder & Associates, Inc.  
ENGINEER

By Dax DATE: 11/19/25

### 5. OWNER'S APPROVAL

\_\_\_\_\_  
OWNER

By \_\_\_\_\_ DATE: \_\_\_\_\_

## 6. DETAILED ESTIMATE OF WORK COMPLETED:

ITEM NO.	DESCRIPTION	CONTRACT ITEMS				COMPLETED WORK	
		PLAN QTY.	UNIT	UNIT COST	COST TOTAL	QTY. TO DATE	COST TOTAL
1.	Excavation, Class 10	195.0	CY	\$ 45.00	\$ 8,775.00	75	\$ 3,375.00
2.	Compaction Testing	1	LS	\$ 4,500.00	4,500.00		-
3.	Granular Shoulder Finishing, Type B	288.0	TON	\$ 35.00	10,080.00	216.19	7,566.65
4.	Pavement, Asphalt, 1.5", ST Surface, 1/2" PG 58-28S	739	TON	\$ 135.00	99,765.00	763.20	103,032.00
5.	Pavement, Asphalt, 2.5", ST, Base, 1/2" PG 58-28S	451	TON	\$ 135.00	60,885.00	401.58	54,213.30
6.	Asphalt Pavement Samples and Testing	1	LS	\$ 5,000.00	5,000.00	1	5,000.00
7.	HMA Overlay, Leveling Course, ST, 1/2", PG 58-28S	124	TON	\$ 135.00	16,740.00	52.91	7,142.85
8.	HMA Overlay, 1.5", ST, Intermediate, 1/2", PG 58-28S	423	TON	\$ 135.00	57,105.00	423.00	57,105.00
9.	Removal of Driveway	5	SY	\$ 82.00	410.00	5	410.00
10.	Paved Driveways, HMA Fillet Placement	161	SY	\$ 50.00	8,050.00	134.3	6,715.00
11.	Paved Driveways, HMA Placement	53	SY	\$ 50.00	2,650.00	45.6	2,280.00
12.	Full Depth Patches, HMA	90	SY	\$ 160.00	14,400.00		-
13.	Subbase, Over-Excavation	29	TON	\$ 66.00	1,914.00		-
14.	Milling, 1.5" Depth	395	SY	\$ 13.00	5,135.00		-
15.	Milling, 3" Depth	217	SY	\$ 13.00	2,821.00		-
16.	Milling, 4" Depth	2793	SY	\$ 13.00	36,309.00		-
17.	Milling, Variable Depth Mainline	530	SY	\$ 13.00	6,890.00		-
18.	Milling, Variable Depth Driveway Fillet	151	SY	\$ 25.00	3,775.00	134.3	3,357.50
19.	Full Depth Reclamation	3296	SY	\$ 6.00	19,776.00		-
20.	Chemical Stabilization Agents (Portland Cement)	160	TON	\$ 220.00	35,200.00		-
21.	Painted Pavement Marking, Durable	112.08	STA	\$ 120.00	13,449.60	113.19	13,582.80
22.	Temporary Traffic Control	1	LS	\$ 25,000.00	25,000.00		-
23.	Traffic Signs	17	SF	\$ 36.00	612.00	17	612.00
24.	Perforated Square Steel Tube Post	30	LF	\$ 26.00	780.00	31	806.00
25.	Perforated Square Steel Tube Post Anchors	3	EA	\$ 141.00	423.00	3	423.00
26.	Remove and Salvage Traffic Sign Assembly	3	EA	\$ 105.00	315.00	3	315.00
27.	Hydraulic Seeding, fertilizing, and Mulching, Type 2	0.10	AC	\$ 21,000.00	2,100.00	0.04	840.00
28.	SWPP Management	1	LS	\$ 630.00	630.00		-
29.	Filter Sock, 12"	2423	LF	\$ 1.00	2,423.00		-
30.	Filter Sock Removal	2423	LF	\$ 1.00	2,423.00		-
31.	Mobilization	1	LS	\$ 35,000.00	35,000.00		-
32.	Maintenance of Postal Service	1	LS	\$ 5,000.00	5,000.00	1	5,000.00
33.	Maintenance of Solid Waste and Recycling	1	LS	\$ 1,000.00	1,000.00	1	1,000.00
		TOTAL ORIGINAL CONTRACT = \$ 489,335.60				\$ 272,776.10	
CHANGE ORDER #1 SUMMARY:							
1.	Excavation, Class 10	-120	CY	45.00	(5,400.00)		-
2.	Compaction Testing	-1	LS	4,500.00	(4,500.00)		-
14.	Milling, 1.5" Depth	-395	SY	13.00	(5,135.00)		-
15.	Milling, 3" Depth	-217	SY	13.00	(2,821.00)		-
16.	Milling, 4" Depth	-2,793	SY	13.00	(36,309.00)		-
16.	Milling, 4" Depth	3,010	SY	5.00	15,050.00	3,010	15,050.00
17.	Milling, Variable Depth Mainline	-530	SY	13.00	(6,890.00)		-
17.	Milling, Variable Depth Mainline	4,414	SY	4.00	17,656.00	4,414	17,656.00
19.	Full Depth Reclamation	-3,296	SY	6.00	(19,776.00)		-
20.	Chemical Stabilization Agents (Portland Cement)	-160	TON	220.00	(35,200.00)		-
22.	Temporary Traffic Control	-1	LS	25,000.00	(25,000.00)		-
22.	Temporary Traffic Control	1	LS	22,000.00	22,000.00	1	22,000.00
31.	Mobilization	-1	LS	35,000.00	(35,000.00)		-
31.	Mobilization	1	LS	30,000.00	30,000.00	1	30,000.00
		TOTAL CHANGE ORDERS = \$ (91,325.00)				\$ 84,706.00	
		TOTAL CONTRACT & CHANGE ORDERS \$398,010.60				\$ 357,482.10	

## ORDINANCE NO. 2507

### AN ORDINANCE AMENDING THE ZONING MAP OF CHAPTER 165 OF THE MUNICIPAL CODE, CITY OF ROBINS, IOWA

*This adjustment is intended to align the property's zoning designation with the permitted uses and district classifications defined in Chapter 165 of the Robins Code of Ordinances (Ordinance No. 2505)*

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROBINS, IOWA that the Municipal Code of the City of Robins, Iowa, is amended as follows:

SECTION 1. That the Zoning Map, which is a part of Chapter 165 – Zoning Ordinance of the Municipal Code, City of Robins, Iowa, multiple properties as described in **Exhibit A** be amended as described.

SECTION 2. That the changes provided in this Ordinance shall be made a part of the replacement pages of the Municipal Code, City of Robins, Iowa, and made a part of said Code as provided by law.

SECTION 3. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 4. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION 3. Effective Date. That this Ordinance shall be in full force and effect from and after its passage and publication as provided by law.

PASSED AND APPROVED this \_\_\_\_ day of \_\_\_\_, 202\_.

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Chuck Hinz, Mayor

ATTEST:

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Lisa Goodin, City Clerk/Treasurer

## EXHIBIT A

Address	Description	Current Zoning	New Zoning
3450 Clearwater Ln	Lot 2 of Miene First Addition	C-2	PMI
3400 Clearwater Ln	Lot 1 of Miene First Addition	C-2	PMI
3451 Clearwater Ln	Lot 4 of Miene First Addition	C-2	PMI
3401 Clearwater Ln	Lot 3 of Miene First Addition	C-2	PMI
3350 Eagle View Ct	Lot 1 of Eagle View First Addition	C-2	PMI
3300 Eagle View Ct	Lot 2 of Eagle View First Addition	C-2	PMI
3250 Eagle View Ct	Lot 3 of Eagle View First Addition	C-2	PMI
3200 Eagle View Ct	Lot 4 of Eagle View First Addition	C-2	PMI
3150 Eagle View Ct	Lot 5 of Eagle View First Addition	C-2	PMI
3100 Eagle View Ct	Lot 6 of Eagle View First Addition	C-2	PMI
3050 Eagle View Ct	Lot 7 of Eagle View First Addition	C-2	PMI
3404 Eagle View Ct	Lot 8 of Eagle View First Addition	C-2	PMI
3151 Eagle View Ct	Lot 9 of Eagle View First Addition	C-2	PMI
3201 Eagle View Ct	Lot 10 of Eagle View First Addition	C-2	PMI
3301 Eagle View Ct	Lot 12 of Eagle View First Addition	C-2	PMI
3251 Eagle View Ct	Lot 11 of Eagle View First Addition	C-2	PMI
3351 Eagle View Ct	Lot 13 of Eagle View First Addition	C-2	PMI
3260 North Center Point Rd	Lot 14 of Eagle View First Addition	C-2	PMI
Lot C of Eagle View First Addition	Lot C of Eagle View First Addition	C-2	PMI
405 N Troy	Lot 20 of Trail View First Addition	C-1	PMI
ITC (Follows Highline Wires West from Tower Estate to Robins Landing 2nd)	N100' EX E133' & W100' E133' NW NE & N100' W100' E133' SW NE & N100' SE NE SEC 29 TWP 84 R 7	I-1	PMI
ITC (Along W. Side of Robins Rd. North of Tower Terrace)	N633.94' SW NW-LYG E OF INTER-EX RD SEC 28 TWP 84 R 7	I-1	PMI
ITC (Along W. Side of Robins Rd. North of Tower Terrace)	S 15A NW NW-EX 1.12A RR-E OF INTER SEC 28 TWP 84 R 7	I-1	PMI
2722 Robins Rd	NW NE-EX 1.5A RR EX HWY SEC 16 TWP 84 R 7	I-1	PMI
500 Tower Terrace Rd	Lot 1 of Phantom Holdings First Addition	I-1	PMI
498 Tower Terrace Rd	Lot 2 of Phantom Holdings First Addition	I-1	PMI
2745 Robins Rd (ITC)	BEG NW COR E1/2 NW S1175' TO POB TH S500' TH E853.5' TH N 0 DEG 44' E500.04' TH W860' TO POB SEC 28 TWP 84 R 7	I-1	PMI
605 North Mentzer Rd (Robins Quarry - Multiple Parcels )	NE 1/4 NE 1/4 Section 21-84-7, Linn County, Iowa, except railroad right-of-way, and subject to all conditions, covenants, easements and restrictions of record	I-2	PHI
	SE SE-EX RR SEC 16 TWP 84 R 7	I-2	PHI
	NE SE-EX RR & EX N625' SEC 16 TWP 84 R 7	I-2	PHI
	N625' NE SE-EX RR SEC 16 TWP 84 R 7	I-2	PHI
	SE NE-EX 1.5A RR SEC 16 TWP 84 R 7	I-2	PHI
404 N Troy Rd (Robins Quarry - Multiple Parcels )	NW NE-EX 3A RR & EX P.O.S. #422 SEC 21 TWP 84 R 7	I-2	PHI
	SW SE-EX 1.5A RR SEC 16 TWP 84 R 7	I-2	PHI
	NW SE-EX 1.5A RR SEC 16 TWP 84 R 7	I-2	PHI
	SW NE-EX 1.5A RR SEC 16 TWP 84 R 7	I-2	PHI
	NW NE-EX 1.5A RR EX HWY SEC 16 TWP 84 R 7	I-2	PHI

## ORDINANCE NO. 2508

AN ORDINANCE ADDING CHAPTER 71: SNOW REMOVAL, OF THE ROBINS  
MUNICIPAL CODE.

BE IT ORDAINED BY CITY COUNCIL OF THE CITY OF ROBINS, IOWA:

**SECTION 1.** That Chapter 71: Snow Removal, is added to the Robins Municipal Code as follows:

**CHAPTER 71: SNOW REMOVAL****71.01 Purpose****71.02 Snow Emergency****71.03 Parking Prohibited****71.04 City Snow Removal****71.05 Removal of Ice and Snow****71.06 Snow Deposited on Streets****71.07 Snow Deposited on Sidewalks****71.08 Other Restrictions**

**71.01 PURPOSE.** The purpose of this chapter is to establish a snow emergency procedure regarding parking on City streets, after a substantial (four inches) snowfall to enhance snow removal by City maintenance crews.

**71.02 SNOW EMERGENCY.**

1. All of the streets within the City are deemed snow routes. When conditions of snow or ice exist on the traffic surface of a designated snow route, it is unlawful for the driver of a vehicle to impede or block traffic.
2. The Mayor or designee shall be responsible for determining when conditions exist to declare a snow emergency and when the enforcement of this ordinance shall begin. The Mayor or designee is empowered to contact the designated media source when the snow emergency is in effect. The Mayor or designee is also empowered to end the prohibition on parking.
3. No person shall park, abandon, or leave unattended any vehicle on a designated snow route during a declared snow emergency or when there is a minimum of four (4) inches of snow on the road surface until such time as the streets have been cleared of accumulated snow from curb-to-curb.

**71.03 PARKING PROHIBITED.** Parking is prohibited on all City streets when snow has fallen in the following manner and a snow emergency has been declared in the following manner:

1. No person shall park any motor vehicle on any street in the City of Robins during a declared snow emergency until at such time the snow emergency has been lifted. The parking ban will be lifted when the Mayor or designee has lifted the snow emergency.

2. The Police Department of the City is authorized to order the removal and/or citation of any motor vehicle parked on the City streets in violation of this section.
3. Cost of towing will be the responsibility of the registered owner. Towed vehicles will not be released until towing costs are paid

**71.04 CITY SNOW REMOVAL.** The Superintendent of Public Works or designee shall select the sequence of streets to be cleared and shall determine when drifting, wind velocity, and additional snow or snowstorms require the snow removal equipment to be removed from the roadway. The City shall clear snow from snow route streets. The City will not clear snow and/or ice from private drives. Nor is the city obligated to clear snow from pathways, trails, or sidewalks. Normal snow removal operations may result in snow being deposited in private drives. The City will not be responsible for damage to mailboxes, fences, or other private structures on or within the right-of-way. There is no set length of time after a snowstorm in which the roadways will be cleared of snow.

**71.05 REMOVAL OF SNOW AND ICE.** It is the responsibility of the abutting property owners to remove the natural accumulations of snow and ice promptly from sidewalks, or if the ice cannot be removed, to treat the ice with sand, salt or other non-slippery substance. If a property owner does not remove the snow or ice or treat the ice within twenty-four (24) hours, the City may do so and assess the costs against the property owner for collection in the same manner as a property tax.

*(Code of Iowa, Sec. 364.12[2b & e])*

**71.06 SNOW DEPOSITED ON STREETS.** It is unlawful for any person to throw, push, or place or cause to be thrown, pushed or placed, any ice or snow from private property, sidewalks, or driveways onto the traveled way of a street or alley so as to obstruct gutters, or impede the passage of vehicles upon the street or alley or to create a hazardous condition therein; except where, in the cleaning of large commercial drives in the business district it is absolutely necessary to move the snow onto the street or alley temporarily, such accumulation shall be removed promptly by the property owner or agent. Arrangements for the prompt removal of such accumulations shall be made prior to moving the snow.

*(Code of Iowa, Sec. 364.12 [2])*

**71.07 SNOW DEPOSITED ON SIDEWALKS.** No snow shall be deposited or moved by property owners in such manner as to obstruct a public sidewalk, nor shall it be deposited upon a neighboring parkway or other private property or hamper vision at any intersection of traveled roadways.

**71.08 OTHER RESTRICTIONS.** This section shall not amend, revise, or alter other parking restrictions in the City and shall not be deemed to permit parking where otherwise prohibited by ordinance.

**SECTION 2.** That the Code of Ordinances of the City of Robins, Iowa, is hereby amended by repealing Chapter 135 Subsection 12 relating to Dumping of Snow

**SECTION 3.** That the Code of Ordinances of the City of Robins, Iowa, is hereby amended by repealing Chapter 136 Subsection 03 relating to Removal of Snow and Ice

**SECTION 4.** That the Code of Ordinances of the City of Robins, Iowa, is hereby amended by repealing Chapter 69 Subsection 10 relating to Snow Emergencies

**SECTION 5.** That the changes as provided in this Ordinance shall be made a part of the replacement pages of the Municipal code, City of Robins, Iowa and made a part of said Code as provided by law.

**SECTION 6.** Effective Date. That this Ordinance shall be in full force and effect from and after its passage and publication as provided by law.

PASSED AND APPROVED THIS 1st, day of December, 2025.

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Chuck Hinz, Mayor

ATTEST: \_\_\_\_\_  
Lisa Goodin, City Clerk/Treasurer

## ORDINANCE NO. 2509

### AN ORDINANCE AMENDING CHAPTER 50 NUISANCE ABATEMENT PROCEDURE OF THE ROBINS CODE OF ORDINANCES

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROBINS, IOWA:

**SECTION 1.** Chapter 50 of the Code of Ordinances is amended by deleting the same and inserting in lieu thereof the following:

#### CHAPTER 50: NUISANCE ABATEMENT PROCEDURE

<b>50.01</b>	<b>Definition of Nuisance</b>	<b>50.08</b>	<b>Request for Hearing</b>
<b>50.02</b>	<b>Nuisances Enumerated</b>	<b>50.09</b>	<b>Abatement in Emergency</b>
<b>50.03</b>	<b>Other Conditions</b>	<b>50.10</b>	<b>Abatement by City</b>
<b>50.04</b>	<b>Nuisances Prohibited</b>	<b>50.11</b>	<b>Collection of Costs</b>
<b>50.05</b>	<b>Nuisance Abatement</b>	<b>50.12</b>	<b>Installment Payment of Cost of Abatement</b>
<b>50.06</b>	<b>Notice to Abate: Contents</b>	<b>50.13</b>	<b>Failure to Abate</b>
<b>50.07</b>	<b>Method of Service</b>	<b>50.14</b>	<b>Nuisance Property</b>

**50.01 DEFINITION OF NUISANCE.** Whatever is injurious to health, indecent, or unreasonably offensive to the senses, or an obstruction to the free use of property so as essentially to interfere unreasonably with the comfortable enjoyment of life or property is a nuisance.

*(Code of Iowa, Sec. 657.1)*

**50.02 NUISANCES ENUMERATED.** The following subsections include, but do not limit, the conditions which are deemed to be nuisances in the City:

*(Code of Iowa, Sec. 657.2)*

1. All diseased animals running at large.
2. Animals: Harboring or maintaining such number of dogs or cats or other animals, or combination thereof, as to create unhealthy or unsanitary conditions for the humans or animals occupying the premises.
3. Carcasses of animals not disposed of within 24 hours after death as provided by law.
4. Any pond, pool, or other body of water that contains stagnant or standing water and may create a nuisance or health hazard.
5. All trees, hedges, billboards or other obstructions which prevent persons from having a clear view of traffic approaching an intersection from cross streets in sufficient time to bring a motor vehicle driven at a reasonable speed to a full stop before the intersection is reached.
6. All buildings, walls, and other structures which have been damaged by fire, decay or otherwise to an extent exceeding one-half their original value, and which are so situated as

to endanger the safety of the public.

7. Using non-display fireworks or allowing non-display fireworks to be used on any premises on dates and times not permitted by this Code of Ordinances or in violation of any state, federal or local law, code or ordinance.
8. All loud or unusual and unnecessary noises.
9. Offensive Smells. Erecting, continuing or using any building or other place for the exercise of any trade, employment or manufacture, which, by occasioning noxious exhalations, unreasonably offensive smells, or other annoyances, becomes injurious and dangerous to the health, comfort or property of individuals or the public.
10. Any discarded or unused material on real property that is not consistent with the condition and visual appearance of surrounding adjacent real properties. Types of unacceptable materials include dirt and gravel piles, rock piles, incomplete landscaping projects, eroded soil areas, pits, holes, and excavations.
11. Filth or Noisome Substance. Causing or suffering any offal, filth or noisome substance to be collected or to remain in any place to the prejudice of others.
12. Impeding Passage of Navigable River. Obstructing or impeding without legal authority the passage of any navigable river, harbor or collection of water.
13. Water Pollution. Corrupting or rendering unwholesome or impure the water of any river, stream or pond, or unlawfully diverting the same from its natural course or state, to the injury or prejudice of others.
14. Blocking Public and Private Ways. Obstructing or encumbering, by fences, buildings, or otherwise, the public roads, private ways, streets, alleys, commons, landing places, or burying grounds. Sporting equipment is permitted so long as it is removed in sufficient time as to allow snow and leaf removal. Such items may not protrude into the traveled portion of any roadways or walkways. (Ordinance #1104, 5/16/11)
15. Depositing Mud, Dirt and Debris on Public Ways: The depositing or allowing the depositing of mud, dirt, gravel or other debris on public ways.
16. Storing of Flammable Junk. Depositing or storing of flammable junk, such as old rags, rope, cordage, rubber, bones and paper, by dealers in such articles within the fire limits of the City, unless in a building of fireproof construction. **(See also Chapter 51)**
17. Air Pollution. Emission of dense smoke, noxious fumes or fly ash.
18. Weeds, Brush. Dense growth of all weeds, vines, brush or other vegetation in the City so as to constitute a health, safety or fire hazard.
19. Dutch Elm Disease. Trees infected with Dutch Elm Disease. **(See also Chapter 151)**
20. Emerald Ash Borer. Trees infected with the Emerald Ash Borer **(See also Chapter 151)**
21. All limbs of trees which are less than eight feet above the surface of any public sidewalk or street.

22. All trees, including dead or diseased, fallen trees or limbs or leaning trees, which constitutes a hazard of blocking or damming any stream over which there is a bridge, during a heavy rain or a flooding event.
23. Action which causes a reasonable person on his/her property to fear for personal safety or personal property of the person.
24. Intentional obstruction of a residence.
25. Airport Air Space. Any object or structure hereafter erected within one thousand (1,000) feet of the limits of any municipal or regularly established airport or landing place, which may endanger or obstruct aerial navigation including take-off and landing, unless such object or structure constitutes a proper use or enjoyment of the land on which the same is located.
26. Houses of Ill Fame. Houses of ill fame, kept for the purpose of prostitution and lewdness; gambling houses; places resorted to by persons participating in criminal gang activity prohibited by Chapter 723A of the Code of Iowa or places resorted to by persons using controlled substances, as defined in Section 124.101 of the Code of Iowa, in violation of law, or houses where drunkenness, quarreling, fighting or breaches of the peace are carried on or permitted to the disturbance of others.
27. Miscellaneous: Any act done or committed by any person or any substance or thing kept, maintained, placed, or found in or on any public or private place which is annoying or damaging or injurious or dangerous to the public health, welfare, or safety and every action or thing done, permitted, maintained, allowed, or continued on any public or private property, by any person which is liable to or does endanger, annoy, damage, or injure any person or inhabitant of the City or property of said person or inhabitant.
28. Failure to pay to the City of Robins, when due, any fee or fine required by the Code of Ordinances.
29. Maintaining any violation of the Code of Ordinances.

**50.03 OTHER CONDITIONS.** The following chapters of this Code of Ordinances contain regulations prohibiting or restricting other conditions which are deemed to be nuisances:

1. Junk and Junk Vehicles (**See Chapter 51**)
2. Storage and Disposal of Solid Waste (**See Chapter 105**)
3. Trees (**See Chapter 151**)

**50.04 NUISANCES PROHIBITED.** The creation or maintenance of a nuisance is prohibited, and a nuisance, public or private, may be abated in the manner provided for in this chapter or State Law.

*(Code of Iowa, Sec. 657.3)*

**50.05 NUISANCE ABATEMENT.** Whenever the Mayor or other authorized municipal officer finds that a nuisance exists, such officer shall cause to be served upon the property owner a written notice to abate the nuisance within a reasonable time after notice.<sup>1</sup>

*(Code of Iowa, Sec. 364.12[3h])*

**50.06 NOTICE TO ABATE: CONTENTS.** The notice to abate shall contain:

*(Code of Iowa, Sec. 364.12 [3h])*

1. Description of Nuisance. A description of what constitutes the nuisance.
2. Location of Nuisance. The location of the nuisance.
3. Acts Necessary to Abate. A statement of the act or acts necessary to abate the  
a. nuisance.
4. Reasonable Time. A reasonable time within which to complete the abatement.
5. Right to request hearing. A statement advising that there is a right to request a hearing on the order to abate.
6. Assessment of City Costs. A statement that if the nuisance or condition is not abated as directed and no request for hearing is made within the time prescribed, the City will abate it and assess the costs against such person.

**50.07 METHOD OF SERVICE.** The notice may be in the form of an ordinance or sent by certified mail to the property owner.

*(Code of Iowa, Sec. 364.12[3h])*

**50.08 REQUEST FOR A HEARING.** Any person ordered to abate a nuisance may have a hearing with the Council as to whether a nuisance exists. A request for a hearing must be made in writing and delivered to the Clerk within the time stated in the notice, or it will be conclusively presumed that a nuisance exists and it must be abated as ordered. The Council shall set a hearing date as soon as practicable after receiving a written appeal. At such meeting, the applicant shall be given an opportunity to be heard and show just cause why a nuisance does not exist or why an extension of time is needed. At the conclusion of the hearing, the Council shall render a written decision as to whether or not a nuisance exists. If the Council finds that a nuisance exists, it shall order the nuisance abated within an additional time which is reasonable under the circumstances. The hearing will be before the Council at a time and place fixed by the Council. The finds of the Council shall be conclusive and, if a nuisance is found to exist, it shall be ordered abated within a reasonable time under the circumstances.

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**EDITOR'S NOTE:** A suggested form of notice for the abatement of nuisances is included in the appendix of this Code of Ordinances. Caution is urged in the use of this administrative abatement procedure, particularly where cost of abatement is more than minimal or where there is doubt as to whether or not a nuisance does in fact exist. If compliance is not secured following notice and hearings, we recommend you review the situation with your attorney before proceeding with abatement and assessment of costs. Your attorney may recommend proceedings in court under Chapter 657 of the Code of Iowa rather than this procedure.

**50.09 ABATEMENT IN EMERGENCY.** If it is determined that an emergency exists by reason of the continuing maintenance of the nuisance or condition, the City may perform any action which may be required under this chapter without prior notice. The City shall assess the costs as provided in Section 50.11 after notice to the property owner under the applicable provisions of Section 50.05, 50.06, and 50.07 and hearing as provided in Section 50.08.

*(Code of Iowa, Sec. 364.12[3h])*

**50.10 ABATEMENT BY CITY.** If the person notified to abate a nuisance or condition neglects or fails to abate as directed, the City may perform the required action to abate, keeping an accurate account of the expense incurred. The itemized expense account shall be filed with the Clerk who shall pay such expenses on behalf of the City. The person issuing the order to abate a nuisance may enter into any building or place for the purpose of entering into property to remove or abate any nuisance.

*(Code of Iowa, Sec. 364.12[3h])*

**50.11 COLLECTION OF COSTS.** The Clerk shall send a statement of the total expense incurred by certified mail to the property owner who has failed to abide by the notice to abate, and if the amount shown by the statement has not been paid within one month, the Clerk shall certify the costs of the County Treasure and such costs shall then be collected with, and in the same manner, as general property taxes. If the Clerk is unable to certify the costs to the County Treasurer, collection may include referral to the debt collection program as administered by the Iowa Department of Revenue.

*(Code of Iowa, Sec. 364.12[3h])*

**50.12 INSTALLMENT PAYMENT OF COST OF ABATEMENT.** If the amount expended to abate the nuisance or condition exceeds five hundred dollars (\$500.00), the City may permit the assessment to be paid in up to ten (10) annual installments, to be paid in the same manner and with the same interest rates provided for assessments against benefited property under State law.

*(Code of Iowa, Sec. 364.13)*

**50.13 FAILURE TO ABATE.** Any person causing or maintaining a nuisance who shall fail or refuse to abate or remove the same within the reasonable time required and specified in the notice to abate is in violation of this Code of Ordinances.

**50.14 NUISANCE PROPERTY.** Property may be deemed a nuisance property upon a determination by the Building Official or designee that any of the following conditions is true with respect to the property; except where otherwise indicated, a final adjudication of any of the violations listed is not a prerequisite to a property being deemed a nuisance property pursuant to this section:

- A. Four or more calls for service from the Robins Police Department within a six-month period. Calls for service relating to medical calls, fire calls or domestic disturbances, unless they are directly related to criminal activity, shall not be included in the number of calls attributed to the property for purposes of this code section.
- B. Having two or more founded code violations within a twelve-month period. A code violation is founded if:

- (1) Upon inspection of a complaint an authorized City employee determines that a code violation or nuisance condition exists on the property or finds probable cause that such violation or condition has occurred.
  - (2) The Council affirms the existence of a nuisance on an appeal of an order to abate or other notice of violation.
  - (3) There is a finding by agreement or court order that a municipal infraction or nuisance condition exists or existed.
- C. The City has abated any condition on the property, including mowing and clearing snow or ice from sidewalks, two or more times during any twelve-month period.
- D. An order to abate has been issued by any authorized City employee for the same code violation two or more times within a twelve-month period. If said order to abate has been appealed successfully, that order to abate shall not be included in the number of orders to abate attributed to the property for purposes of this code section.

**SECTION 2.** Repealer. All Ordinances or parts thereof in conflict with the provisions of the Ordinance are repealed.

**SECTION 3.** Severability. If any section, provision, or part of the Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

**SECTION 4.** This Ordinance shall be in full force and effect after its passage and publication as by law provided.

Passed and approved this 1st day of December, 2025.

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Chuck Hinz, Mayor

ATTEST:

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Lisa Goodin, City Clerk/Treasurer

## **ORDINANCE NO. 2510**

### **AN ORDINANCE AMENDING CHAPTER 105, SOLID WASTE CONTROL, OF THE ROBINS MUNICIPAL CODE.**

#### **BE IT ORDAINED BY CITY COUNCIL OF THE CITY OF ROBINS, IOWA:**

**SECTION 1.** That Section 105.02 is amended by inserting the following definition and renumbering the remaining definitions accordingly:

2. “Commercial dumpster” means both Front Load Dumpsters and Roll off Dumpsters, large, metal, bulk waste storage containers of one (1) yard of capacity or greater.

**SECTION 2.** That Section 105.10 shall be repealed and replaced with the following:

**105.10 WASTE STORAGE CONTAINERS.** Every person owning, managing, operating, leasing or renting any premises, dwelling unit or any place where refuse accumulates shall provide and at all times maintain in good order and repair portable containers for refuse in accordance with the following:

1. Container Specifications. Waste storage containers shall comply with the following specifications:
  - A. Residential. Residential waste containers, whether they be reusable, portable containers or heavy-duty disposable garbage bags, shall be of sufficient capacity, and leakproof and waterproof. Disposable containers shall be securely fastened, and reusable containers shall be fitted with a fly-tight lid which shall be kept in place except when depositing or removing the contents of the container. Reusable containers shall also be lightweight and of sturdy construction and have suitable lifting devices. Commercial dumpsters in residential areas must not be visible from the street for longer than ninety (90) days, without first obtaining a mechanical, electrical, plumbing, or building permit from the City. Upon issuance of a permit, a commercial dumpster may be used in residential areas for the duration of that permit. Commercial dumpsters must never be located in the right-of-way, yard setback, sidewalk, or street.
  - B. Commercial. Every person owning, managing, operating, leasing or renting any commercial premises where an excessive amount of refuse accumulates and where its storage in portable containers as required above is impractical, shall maintain metal bulk storage containers approved by the City.
2. Storage of Containers. All owners of residential and commercial premises shall be responsible for proper storage of all garbage and yard waste to prevent materials from being blown or scattered around neighboring yards and streets.
  - A. Residential. Residential solid waste containers shall be stored upon the residential premises.
  - B. Commercial. Commercial solid waste containers shall be stored upon private property, in accordance with Chapter 166, unless the owner has been granted written permission from the City to use public property for such purposes. The storage site shall be well-drained; fully accessible to collection equipment, public health personnel and fire inspection personnel.
3. Location of Containers for Collection.

- A. Residential. Residential containers for the storage of solid waste awaiting collection shall be placed outdoors at some easily accessible place along the curb or road shoulder by the owner or occupant of the premises served. Permanent storage container structures shall not be permitted in the public right-of-way.
  - B. Commercial. Commercial containers for the storage of solid waste shall be located on private property and shall be screened in accordance with the requirements of Chapter 166.
4. Nonconforming Containers. Solid waste placed in containers that are not in compliance with the provisions of this section will not be collected.

**SECTION 3.** That the changes as provided in this Ordinance shall be made a part of the replacement pages of the Municipal code, City of Robins, Iowa and made a part of said Code as provided by law.

**SECTION 4.** Severability. If any section, provision, or part of the Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

**SECTION 5.** Effective Date. That this Ordinance shall be in full force and effect from and after its passage and publication as provided by law.

PASSED AND APPROVED THIS 1st, day of December, 2025.

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Chuck Hinz, Mayor

ATTEST: \_\_\_\_\_  
Lisa Goodin, City Clerk/Treasurer

## **ORDINANCE NO. 2511**

### **AN ORDINANCE AMENDING CHAPTER 135, STREET USE AND MAINTENANCE.**

BE IT ORDAINED BY CITY COUNCIL OF THE CITY OF ROBINS, IOWA:

**SECTION 1.** That a new Section 135.01, DEFINITIONS be inserted and all following sections renumbered. Section 135.01 reads as follows:

1. “Parking” means that part of the street, avenue or highway in the City not covered by sidewalk, and lying between the lot line and the curb line. The grass lying between the innermost edge of a sidewalk, and the outermost curb of the roadway.
2. “Right-of-Way” means that portion of land lying between the lot line and the lot line on the opposing side of the roadway. This can include sidewalk, parking, roadway, median and other city-held spaces.
3. “Breakaway objects” are objects designed to separate from their base or yield upon impact in order to mitigate the destructive and injurious effects of an unexpected or uncontrolled impact.

**SECTION 2.** That Section 135.10, Maintenance of Parking or Terrace shall be repealed and replaced with the following:

#### **135.11 RIGHTS-OF-WAY AND PARKING.**

##### **1. MAINTENANCE OF RIGHTS-OF-WAY AND PARKING.**

- A. It shall be the responsibility of the abutting property owner to maintain all property outside the lot and property lines and inside the curb lines upon the public streets, except that the abutting property owner shall not be required to remove diseased trees or dead wood on the publicly owned property or right-of-way. Maintenance includes timely mowing, trimming trees and shrubs and picking up litter.

*(Code of Iowa, Sec. 364.12[2c])*

##### **2. USE OF RIGHTS-OF-WAY AND PARKING.**

- A. No person shall create, construct, modify, use or maintain upon, over or under the surface of any publicly owned real property or right-of-way within the City any structure or inanimate thing or other encroachment of a private character, unless and until written City permission is granted.

- i. Exception: Mailboxes

1. Standard mailboxes may be installed without city permission if they are installed according to US Postal Service regulations, including breakaway supports.

2. For the purpose of this subsection, a standard mailbox meets the specifications of the US Postal Service. Mailboxes of any kind not designed to bend or fall away when struck by a vehicle are prohibited.

- ii. Failure to comply with the above section within a reasonable time shall be considered a nuisance that may be subject to abatement

**SECTION 3.** That Section 135.11, is modified as follows:

**135.12 FAILURE TO MAINTAIN PARKING.** If the abutting property owner does not perform an action required under the above section within a reasonable time, the City may perform the required action and assess the cost against the abutting property for collection in the same manner as a property tax.

*(Code of Iowa, Sec. 364.12[2e])*

**SECTION 4.** Chapter 135, sub-section 12 relating to Dumping of Snow is deleted from this chapter.

**SECTION 5.** That the changes as provided in this Ordinance shall be made a part of the replacement pages of the Municipal code, City of Robins, Iowa and made a part of said Code as provided by law.

**SECTION 6.** Severability. If any section, provision, or part of the Ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

**SECTION 7.** Effective Date. That this Ordinance shall be in full force and effect from and after its passage and publication as provided by law.

PASSED AND APPROVED THIS 1st day of December, 2025.

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Chuck Hinz, Mayor

ATTEST: \_\_\_\_\_  
Lisa Goodin, City Clerk/Treasurer

## **ORDINANCE NO. 2512**

### **AN ORDINANCE AMENDING CHAPTER 69, PARKING REGULATIONS, OF THE ROBINS MUNICIPAL CODE**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROBINS, IOWA:**

**SECTION 1.** Chapter 69, sub-section 7, Item 11 is amended by deleting the same and inserting in lieu thereof the following:

11. Fire Station. Within Twenty-five (25) feet of the driveway entrance to any fire station and on the side of a street opposite the entrance to any fire station within seventy-five (75) feet of said entrance when signage properly posted.

**SECTION 2.** Chapter 69, sub-section 7, Item 23 and 24 are inserted as follows:

23. Between a safety zone or 10 feet from either end of the safety zone.
24. In front of a cut curb or ramp.

**SECTION 3.** Chapter 69, sub-section 10 relating to Snow Emergencies is deleted from this chapter.

**SECTION 4.** Separability of Provisions. It is the intention of the Council that each section, paragraph, sentence, clause, and provisions of this ordinance is separable, and if any provision is held unconstitutional or invalid for any reason, such decisions shall not affect the remainder of this Ordinance nor any part thereof other than that affected by such decision.

**SECTION 5.** That the changes as provided in this Ordinance shall be made a part of the replacement pages of the Municipal code, City of Robins, Iowa and made a part of said Code as provided by law.

**SECTION 6.** Effective Date. This Ordinance shall be in effect from and after its final passage, approval, and publication as provided by law.

PASSED AND APPROVED this 1st day of December, 2025.

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Chuck Hinz, Mayor

ATTEST:

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Lisa Goodin, City Clerk/Treasurer

**ORDINANCE NO. 2513**

**AN ORDINANCE AMENDING CHAPTER 63, SPEED REGULATIONS, OF THE  
MUNICIPAL CODE, CITY OF ROBINS, IOWA, CHANGING SPEED  
RESTRICTIONS.**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROBINS, IOWA,  
that the Municipal Code of the City of Robins, Iowa, is amended as follows:

SECTION 1. That Section 63.04, Special Speed Zones, is amended by adding the  
following subsection:

4. Special 35 MPH Speed Zones. A speed in excess of thirty-five miles  
per hour is unlawful on any of the following designated streets or parts  
thereof.

H. On Tower Terrace Road from Robins Road to the West City  
limits.

SECTION 2. Separability of Provisions. It is the intention of the Council that each  
section, paragraph, sentence, clause, and provisions of this Ordinance is  
separable, and if any provision is held unconstitutional or invalid for any  
reason, such decisions shall not affect the remainder of this Ordinance nor  
any part thereof other than that affected by such decision.

SECTION 3. That the changes as provided in this Ordinance shall be made a part of the  
replacement pages of the Municipal Code, City of Robins, Iowa, and made  
a part of said Code as provided by law.

SECTION 4. Effective Date. That this ordinance shall be in full force and effect from  
and after its passage and publication as provided by law.

PASSED AND APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Chuck Hinz, Mayor

ATTEST:

\_\_\_\_\_  
Lisa Goodin, City Clerk

## **CITY COUNCIL CONDUCT POLICY FOR THE CITY OF ROBINS**

### **CODE OF PROCEDURES**

**POWERS AND DUTIES:** The Powers and Duties of the City Council are enumerated in Chapter 17, Subsection .02 of the Robins City Code.

**EXERCISE OF POWER:** The Extents of the Council's ability to exercise power are enumerated on in Chapter 17, Subsection .03 of the Robins City Code.

**COUNCIL MEETINGS:** Specifics of City Council Meetings are described in Chapter 17, subsection .04 of the Robins City Code.

**MEETINGS:** Specifics of any Meeting are described in Chapter 5 subsection .06 of the Robins City Code.

**AGENDA PREPARATION:** All written petitions, communications, and other matters to be submitted to the City Council for inclusion in the agenda packet for consideration at a scheduled regular, special, or other meeting shall be delivered to the City Clerk no later than noon on the Wednesday preceding the meeting. The Mayor is responsible for oversight of the preparation of the agenda, with agenda packet materials to be prepared under the guidance of the City Clerk.

Except for the circumstance described in the following paragraph, the Mayor may order any item to be deleted from the agenda.

If the Mayor believes a Councilor's agenda request is unreasonable, detrimental, or out of order, the Mayor will inform the requesting Councilor that a second Councilor's support is required and will also make the City Clerk aware of this request for agenda preparation purposes. This concurrence of a second Councilor must be communicated to the City Clerk directly by the concurring Councilor or by the Mayor no later than noon on the Thursday prior to the meeting.

Notwithstanding the paragraph above, the City Council shall have the authority to delete any items from the agenda and change the order of items on the agenda during the meeting by majority vote.

**ORDER OF BUSINESS:** The recommended order of business for a regular council meeting shall be as follows:

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Agenda Approval
5. Mayor and Council Reports
6. Departmental Reports
7. Consent Agenda

8. Claims and Financial Reports
9. Special Presentations
10. Public Comment
11. Old Business
12. New Business
13. Closed Session (if needed)
14. Action Related to Closed Session (if needed)
15. Adjournment

The City Clerk, in preparing the agenda, shall have the authority to vary from this recommended schedule to expedite the conduct of business or accommodate persons having business to be considered by the Council. Likewise, the presiding officer shall have the authority to request the Council change the order of agenda at the meeting for the same reasons.

### **CODE OF ETHICS**

**PURPOSE:** The citizens and businesses of Robins are entitled to have fair, ethical, and accountable local government, which has earned the public's full confidence for integrity. To ensure the effective functioning of democratic government and foster public confidence in the integrity of local government and its effective and fair operation requires:

Public officials, both elected and appointed (collectively "Public Officials"), comply with both the letter and spirit of the laws and policies affecting the operations of government; public officials be independent, impartial and fair in their judgment and actions; public office be used for the public good, not for personal gain; and the public deliberations and processes be conducted openly, unless legally confidential, in an atmosphere of respect and civility.

**ACT IN THE PUBLIC INTEREST:** Recognizing that stewardship of the public interest must be their primary concern, Public Officials will work for the common good of the people of Robins and not for any private or personal interest, and they will assure fair and equal treatment of all persons, claims, and transactions coming before the Robins City Council.

**COMPLY WITH THE LAW:** Public Officials shall comply with the laws of the nation, the State of Iowa, and the City of Robins in the performance of their public duties. These laws include, but are not limited to, the United States and Iowa constitutions, laws pertaining to conflicts of interest, election campaigns, financial disclosures, employer responsibilities, and open processes of government and City ordinances and policies.

**CONDUCT OF MEMBERS:** The professional and personal conduct of Public Officials must be above reproach and avoid even the appearance of impropriety. Public Officials shall refrain from

abusive conduct, personal charges, or verbal attacks upon the character or motives of other members of the City Council, boards and commissions, the staff or public.

**RESPECT FOR PROCESS:** Public Officials shall perform their duties in accordance with the policy and procedures and rules of order established by City Council governing the deliberation of public policy issues, meaningful involvement of the public and implementation of policy decisions of the City Council by City staff.

**CONDUCT OF PUBLIC MEETINGS:** Public Officials shall prepare themselves for public issues, listen courteously and attentively to all public discussions before the body, and focus on the business at hand. They shall refrain from interrupting other speakers, making personal comments not relevant and appropriate to the business of the body, or otherwise interfering with the orderly conduct of meetings.

**CONFLICT OF INTEREST:** See Robins Code of Ordinances Chapter 5 Subsection .07

**GIFTS AND FAVORS:** See Robins Code of Ordinances Chapter 5 Subsection .11

**CONFIDENTIAL INFORMATION:** Public Officials shall respect the confidentiality of information concerning the property, personnel, or affairs of the City. They shall neither disclose confidential information without proper legal authorization, nor use such information to advance their personal, financial, or other private interest.

**USE OF PUBLIC RESOURCES:** Public Officials shall not use public resources that are not available to the public in general, such as City staff time, equipment, supplies, or facilities, for private gain or personal purposes.

**REPRESENTATION OF PRIVATE INTERESTS:** In keeping with their role as stewards of the public interest, Public Officials shall not appear on behalf of the private interests of third parties before the City Council or any board, commission, or proceeding of the City.

**ADVOCACY:** Public Officials shall represent the official policies or positions of the City Council to the best of their ability when designated as delegates for this purpose. When presenting their individual opinions and positions, Public Officials shall explicitly state they do not represent their body or the City of Robins, nor will they allow the inference that they do.

**POLICY ROLE OF MEMBERS:** Public Officials shall respect and adhere to the mayor-council structure of Robins city government as outlined by the Code of Iowa and City of Robins Code of Ordinances. In this structure, the City Council determines the policies of the City with the advice,

information, and analysis provided by the public, boards, and commissions and City staff. The City Council does not take an active role in day-to-day operations or administration of the city.

**INDEPENDENCE OF BOARDS AND COMMISSIONS:** Because of the value of the independent advice of boards and commissions to the public decision-making process, members of City Council shall refrain from using their position to unduly influence the deliberations or outcomes of board and commission proceedings.

**POSITIVE WORK PLACE ENVIRONMENT:** Public Officials shall support the maintenance of a positive and constructive work place environment for City employees and for citizens and businesses dealing with the City. Public Officials shall recognize their special role in dealings with City employees to in no way create the perception of inappropriate direction to staff.

**IMPLEMENTATION:** As an expression of the standards of conduct for Public Officials expected by the City, the Robins Code of Conduct is intended to be self-enforcing. It therefore becomes most effective when Public Officials are thoroughly familiar with it and embrace its provisions. For this reason, ethical standards shall be included in the regular orientations for candidates for the Mayor and City Council and newly elected and appointed officials. Public Officials entering office shall sign a statement affirming they read and understood the City of Robins Code of Conduct. In addition, the Code of Conduct shall be annually reviewed by the City Council and the City Council shall update it as necessary.

**COMPLIANCE AND ENFORCEMENT:** The Robins Code of Conduct expresses standards of ethical conduct expected for Robins City Council and the Mayor. Public Officials have the primary responsibility to assure that ethical standards are understood and met, and that the public can continue to have full confidence in the integrity of the government.

Public Officials that intentionally and repeatedly do not follow proper ethical standards may be reprimanded or formally censured by the City Council. It is the responsibility of the City Council to initiate action if a City Council member's behavior may warrant censure. City Council members shall submit written notification to the offending City Council member detailing infractions of the Code of Conduct.

If the offenses continue, then the matter should be referred to the Mayor in private. If the Mayor is the individual whose actions are being challenged, then the matter should be referred to the Mayor Pro-Tem for investigation. It is the responsibility of the Mayor, or Mayor Pro-Tem, to initiate action if a member of the City Council's behavior or the Mayor's behavior, may warrant censure. If no action is taken by the Mayor, or Mayor Pro-Tem, the alleged violation(s) can be brought to the full City Council in a public meeting..

If violation is outside of the Code of Conduct, the alleged violation shall be referred to the Mayor. The Mayor shall ask the Chief of Police to investigate the allegation and report the findings to the Mayor. It is the Mayor's responsibility to take the next appropriate action. These actions can include, but are not limited to, discussing and counseling the individual on the violations or recommending censure to the full City Council to consider in a public meeting. If the Mayor is the individual whose actions are being challenged, the Mayor Pro-Tem shall ask the Chief of Police to investigate the allegation and report the findings to the Mayor Pro-Tem. It is the Mayor Pro-Tem's responsibility to take the next appropriate action. These actions can include, but are not limited to, discussing and counseling the Mayor on the violations or recommending censure to the full City Council to consider in a public meeting.

A violation of this Code of Conduct shall not be considered a basis for challenging the validity of a City Council decision.