



# TENTATIVE AGENDA

## ROBINS CITY COUNCIL

Monday, January 19th, 2026

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. Citizen Comments – Agenda Items (limited to 5 minutes each)
6. Citizen Comments – Non-Agenda Items (limited to 5 minutes each)
7. **CONSENT AGENDA**
  - a. Motion to Approve the Minutes of the January 5th meeting, the List of Bills Submitted, and the following resolutions
    - **Resolution No. 0126-6** Authorizing Application to Corridor Metropolitan Planning Organization for Regional Transportation Funds and Committing to Provide Local Matching Funds Contingent Upon Award and Acceptance of Transportation Grant Funds for the ITC Trail
    - **Resolution No. 0126-7** Authorizing Application to Corridor Metropolitan Planning Organization for Regional Transportation Funds and Committing to Provide Local Matching Funds Contingent Upon Award and Acceptance of Transportation Grant Funds for the ITC Trail
    - **Resolution No. 0126-8** Relating to Exemptions Allowed by the Code of Iowa Under the Slough Bill and Open Prairies/Forest Cover
8. **NEW BUSINESS**
  - a. **Resolution No. 0126-9** Approving a Three-Year Tax Abatement for Improvements Made to Property Located At 3150 Eagle View Court Under Ordinance No. 2303 (Robins Urban Revitalization Area)
  - b. **Resolution No. 0126-10** Approving Appointment of Interim Police Chief
  - c. **Resolution No. 0126-11** Approving Appointment of Mayor Pro-Tem
  - d. **Resolution No. 0126-12** Approving Professional Services Contract for Managed IT Services
  - e. Discussion: Fiscal Year 2027 Budget Planning
9. **OLD BUSINESS:**
  - a. Second Reading of **Ordinance 2601** – Amending Chapter 155 – Building Code of the Robins Municipal Code, **OR** possible motion by Council to suspend requirement for second reading of **Ordinance 2601** pursuant to Iowa Code section 380.3 and possible motion for final consideration and approval of **Ordinance 2601** – Amending Chapter 155 – Building Code of the Robins Municipal Code
  - b. Discussion: Chapter 71 – Snow Removal, of the Municipal Code
10. **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*
11. **MOTION TO ADJOURN MEETING**



## Minutes of the January 5th, 2026 City Council Meeting

\*Unofficial meeting minutes until approved by Council\*

The regular meeting of the Robins City Council was called to order by Mayor Hinz at 6:00 p.m. on January 5, 2026, at Robins City Hall. The Pledge of Allegiance was led by Mayor Hinz.

### **Roll Call**

Council members present were Mike Foley, Cary Smith, Leigh Cook, Leslie Hoyt, and Bruce Vander Sanden. Also present were Lisa Goodin, City Clerk/Treasurer; Vance McKinnon, Planning & Zoning Administrator; Josh Holland and Jason Alt of the Fire Department; Neal Boeckmann, Assistant Fire Chief and Fire Code Official; Keith Feldkamp, Fire Chief; Will Wagner and Carter Dralle, Police Officers; Gary Manhart, Reserve Police Officer; Kelli Scott, City Engineer; Holly Corkery, City Attorney; Mike Kortenkamp, Building Inspector/Public Works Superintendent; and Rhonda Kortenkamp, Deputy City Clerk.

### **Approval of Agenda**

Motion by Leigh Cook, second by Cary Smith, to approve the agenda as presented. Motion carried unanimously.

### **Mayor's Report**

Mayor Hinz welcomed newly elected City Council members Leslie Hoyt and Bruce Vander Sanden and expressed anticipation for a productive year.

### **Council Reports**

Public Safety - Councilor Mike Foley reported that the Fire Department responded to a record 21 calls in December, participated in rapid intervention training, and assisted with the annual Santa Claus tour. The Police Department acknowledged the retirement of Police Chief Andy Humphrey effective January 31, 2026. An officer-involved shooting occurred on December 31, 2025, and the involved officer is currently on Critical Incident leave per department policy. Police activity included 22 traffic stops and 20 house checks. City officials are working to appoint an interim Police Chief, and appreciation was expressed for part-time officers providing additional coverage.

Streets - Councilor Cary Smith noted Resolution No. 0126-1 on the agenda approving the STBG grant application for the rehabilitation of North Center Point Road.

Finance - Councilor Leigh Cook noted the scheduling of additional City Council budget work sessions and the selection of a new IT vendor, both of which were included on the agenda. Public Works - Councilor Bruce Vander Sanden reported touring the City's public works infrastructure with former Council member JD Smith.

Parks - Councilor Leslie Hoyt had no report.

### **Engineer's Report**

City Engineer Kelli Scott reported that there were no questions regarding the written engineer's report and advised that additional grant applications for ITC Trail construction would be presented at the January 19, 2026 Council meeting.

### **Planning & Zoning Administrator Report**

Planning & Zoning Administrator Vance McKinnon reported that one building permit for new home construction was issued in December.

### **Robins Economic Development Initiative (REDI)**

Council reviewed the REDI Annual Report. Councilors Cary Smith and Bruce Vander Sanden volunteered to serve as Council liaisons.

### **Citizen Comments**

No citizen comments were made on agenda items. During non-agenda comments, Richard Starks of 500 Mary Jo Avenue requested clarification regarding snow removal on the southern sidewalk along East Main Street. Mayor Hinz stated the matter would be discussed at the January 19, 2026 Council meeting. Councilor Smith inquired about mowing responsibilities, and Mr. Starks responded that residents pay another resident to mow the grass. Randy Fouts of 255 Robinwood Drive requested that Council consider installing audio equipment in the Council chambers due to difficulty hearing proceedings.

### **Consent Agenda**

Motion by Cary Smith, second by Mike Foley, to approve the minutes of the December 15, 2025 City Council meeting, the list of bills submitted, and Resolution No. 0126-1 authorizing application to the Corridor Metropolitan Organization for regional transportation funds and committing to provide local matching funds contingent upon award. Motion carried unanimously by roll call vote.

#### **New Business**

Councilor Foley recognized Officer Jim Dunn for 16 years of service to the Robins Police Department. Officer Dunn thanked the Robins Fire and Police Departments for their dedication to keeping the community safe.

Building Official Mike Kortenkamp explained **Ordinance No. 2601, amending Municipal Code Chapter 155 - Building Code**, which updates the code from the 2021 to the 2024 International Residential and Building Codes. Motion by Leigh Cook, second by Cary Smith. Motion carried unanimously.

Fire Chief Keith Feldkamp provided background on the need to replace the current undersized medical truck. **Resolution No. 0126-2 Approving the Purchase of A 2026 Chevrolet Tahoe 4x4 and Associated Emergency Vehicle Upfitting** was approved on a motion by Mike Foley, second by Cary Smith, and carried unanimously.

**Resolution No. 0126-3 Approving the Purchase of a Custom EMS Cabinet and Harris XL85M Radio** was approved on a motion by Leigh Cook, second by Bruce Vander Sanden, and carried unanimously.

Fire Chief Feldkamp noted that the manufacturing timeline for a new fire truck is approximately 2.5 to 3 years.

**Resolution No. 0126-4 Approving the Purchase of a Pierce Enforcer Pumper Truck from Reliant Fire Apparatus** was approved on a motion by Mike Foley, second by Leslie Hoyt, and carried unanimously.

Mayor Hinz explained the need for legal counsel for Officer Dralle during the DCI interview related to the December 31 incident. **Resolution No. 0126-5 Approving An Agreement For Contract Services** was approved on a motion by Cary Smith, second by Leigh Cook, and carried unanimously.

The 2026 fee schedule for general engineering services with Snyder and Associates was approved on a motion by Leigh Cook, second by Mike Foley, and carried unanimously.

Motion by Leigh Cook, second by Cary Smith, to add City Council budget work sessions on January 26, February 9, and February 23, 2026. Motion carried unanimously.

Clerk Lisa Goodin outlined the need to improve the City's cybersecurity and system functionality and summarized proposals from three local managed IT vendors. Motion by Leigh Cook directing the Clerk to request a contract from Heartland Relay, second by Mike Foley. Motion carried unanimously.

#### **Old Business - None**

**Council Comments** - Mayor Hinz stated that property tax reform is a top priority for the upcoming State Legislative session. Councilor Foley noted that the process of selecting an interim Police Chief is underway.

#### **Adjournment**

Motion by Cary Smith, second by Leigh Cook, to adjourn the meeting. The meeting adjourned at 7:19 p.m.

**Attest:** Lisa Goodin, City Clerk/Treasurer

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Chuck Hinz, Mayor

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Lisa Goodin, City Clerk/Treasurer

# Pending Expense Approval Report

By Fund

APPKT00015;APPKT00016;APPKT00017;APPKT00018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 001 - GENERAL FUND</b>					
<b>Department: 110 - POLICE DEPT</b>					
U S CELLULAR	0778836754	01/19/2026	C. Dralle Phone	001-110-6373-000	75.66
Psychology Associates, PLLC	11042369	01/19/2026	Critical Incident Debriefing-C...	001-110-6230-000	225.00
HAWKEYE FIRE SAFETY	158526	01/19/2026	Annual Extinguisher Check	001-110-6310-000	32.50
HEARTLAND RELAY	24762	01/19/2026	Monthly Service-Jan 2026	001-110-6373-000	50.00
KIECKS CAREER APPAREL	25-12-0129	01/19/2026	Gloves-Manhart	001-110-6599-000	47.95
POINT COMPUTER SERVICES	4681	01/19/2026	Give Access to BodyCam	001-110-6419-000	35.00
POINT COMPUTER SERVICES	4689	01/19/2026	Set up M Kitsmiller	001-110-6419-000	350.00
LINN COUNTY SHERIFFS OFFICE	IN65375	01/19/2026	Linn Cty Dispatch Fees-2026	001-110-6493-000	5,098.39
ALLIANT ENERGY	INV0000018	01/19/2026	Electrical Services	001-110-6371-000	239.97
CEDAR RAPIDS MUNICIPAL UT...	INV0000019	01/19/2026	Water	001-110-6374-000	28.52
ANDY HUMPHREY	202601-Humphrey	01/19/2026	Phone Stipend	001-110-6373-000	54.15
IOWA LAW ENFORCEMENT A...	332100	01/19/2026	Training-Blood Borne Pathoge...	001-110-6230-000	25.00
IOWA LAW ENFORCEMENT A...	332100	01/19/2026	Training-Blood Borne Pathoge...	001-110-6232-000	50.00
IOWA LAW ENFORCEMENT A...	332107	01/19/2026	Training-HazMat	001-110-6230-000	50.00
IOWA LAW ENFORCEMENT A...	332107	01/19/2026	Training-HazMat	001-110-6232-000	75.00
IOWA LAW ENFORCEMENT A...	332120	01/19/2026	Training-Ethics	001-110-6230-000	25.00
IOWA LAW ENFORCEMENT A...	332120	01/19/2026	Training-Ethics	001-110-6232-000	50.00
IOWA LAW ENFORCEMENT A...	332139	01/19/2026	Training-Behavioral Health	001-110-6230-000	50.00
IOWA LAW ENFORCEMENT A...	332139	01/19/2026	Training-Behavioral Health	001-110-6232-000	75.00
IOWA LAW ENFORCEMENT A...	332207	01/19/2026	Training-DE/Use of Force	001-110-6230-000	50.00
IOWA LAW ENFORCEMENT A...	332207	01/19/2026	Training-DE/Use of Force	001-110-6232-000	75.00
<b>Department 110 - POLICE DEPT Total:</b>					<b>6,762.14</b>
<b>Department: 150 - FIRE DEPARTMENT</b>					
HAWKEYE FIRE SAFETY	158525	01/19/2026	Annual Fire Extinguisher Check	001-150-6310-000	88.50
HEARTLAND RELAY	24762-2	01/19/2026	Monthly Service/Support-Jan ...	001-150-6373-000	50.00
WHOLESALE REPAIR ,INC	42147	01/19/2026	Repairs-Unit 360	001-150-6332-000	821.70
CEDAR RAPIDS MUNICIPAL UT...	INV0000020	01/19/2026	Fire Dept Water	001-150-6374-000	28.53
CLARK'S PHARMACY	INV0000023	01/19/2026	Medication Refills	001-150-6501-000	14.18
LINN CO FIRE CHIEFS ASSOC	INV0000024	01/19/2026	2026 Linn Cty Dues	001-150-6210-000	25.00
LEGACY FIRE APPARATUS	INV-21393	01/19/2026	Repairs to Unit 360	001-150-6332-000	882.66
KEITH FELDKAMP	202601-Feldkamp	01/19/2026	Phone Stipend	001-150-6373-000	54.15
COMMUNICATIONS ENGINEER..	457969	01/19/2026	Update Safety Center Panel	001-150-6310-000	123.00
ALLIANT ENERGY	INV0000028	01/19/2026	Electrical Services	001-150-6371-000	239.97
<b>Department 150 - FIRE DEPARTMENT Total:</b>					<b>2,327.69</b>
<b>Department: 170 - BUILDING INSPECTIONS</b>					
U S CELLULAR	0778836754-3	01/19/2026	M. Kortenkamp Phone	001-170-6373-000	65.66
HEARTLAND RELAY	24762-3	01/19/2026	Monthly Service/Support-Jan ...	001-170-6373-000	50.00
<b>Department 170 - BUILDING INSPECTIONS Total:</b>					<b>115.66</b>
<b>Department: 210 - ROADS, BRIDGES &amp; SIDEWALKS</b>					
POINT COMPUTER SERVICES	4680	01/19/2026	Set up K.Potts Email	001-210-6419-000	35.00
<b>Department 210 - ROADS, BRIDGES &amp; SIDEWALKS Total:</b>					<b>35.00</b>
<b>Department: 290 - SOLID WASTE</b>					
CR/LC SOLID WASTE AGENCY	55632	01/19/2026	Garbage Covered	001-290-6372-000	22.22
<b>Department 290 - SOLID WASTE Total:</b>					<b>22.22</b>
<b>Department: 430 - PARKS</b>					
JOHN DEERE CREDIT	6131975	01/19/2026	Trash Bags	001-430-6310-000	35.98
ALLIANT ENERGY	INV0000029	01/19/2026	700 S TROY RD PARK	001-430-6371-000	167.28
ALLIANT ENERGY	INV0000029	01/19/2026	1555 E KNOLL DR	001-430-6371-000	77.35
<b>Department 430 - PARKS Total:</b>					<b>280.61</b>

# Pending Expense Approval Report

Packet: APPKT00015;APPKT00016;APPKT00017;APPKT00018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Department: 620 - CLERK/TREASURER &amp; FINANCIAL ADMINISTRATION</b>					
TYLER TECHNOLOGIES INC	025-538492	01/19/2026	Imp Fees- ERP Pro Fins	001-620-6419-000	810.00
TYLER TECHNOLOGIES INC	025-539872	01/19/2026	Imp Fees- ERP Pro Fins	001-620-6419-000	1,575.00
TYLER TECHNOLOGIES INC	025-540275	01/19/2026	ERP Pro Fin	001-620-6419-000	450.00
HEARTLAND RELAY	24762-1	01/19/2026	Monthly Service/Support-Jan ...	001-620-6373-000	50.00
GAZETTE COMMUNICATIONS	46723	01/19/2026	Legal Notices- See Notes	001-620-6402-000	530.62
POINT COMPUTER SERVICES	4679	01/19/2026	Set up Tyler 2FA for Staff	001-620-6419-000	395.00
POINT COMPUTER SERVICES	4688	01/19/2026	Assist w/Data migration	001-620-6419-000	210.00
ADVANTAGE COMPANIES	0076439	01/19/2026	2026 Annual Vault Storage-CD	001-620-6506-000	42.00
LISA GOODIN	202601-GOODIN	01/19/2026	Phone Stipend	001-620-6373-000	54.15
KELLI SCOTT	202601-KSCOTT	01/19/2026	Phone Stipend	001-620-6373-000	54.15
KORTENKAMP RHONDA	202601-RKORTENKAMP	01/19/2026	Phone Stipend	001-620-6373-000	54.15
JOHN DEERE CREDIT	6118952	01/19/2026	Hand Soap/Driveway markers	001-620-6507-000	8.49
<b>Department 620 - CLERK/TREASURER &amp; FINANCIAL ADMINISTRATION Total:</b>					<b>4,233.56</b>
<b>Department: 640 - LEGAL SERVICES &amp; ENGINEERING SERVICES</b>					
LYNCH DALLAS PC	226306	01/19/2026	Legal Services	001-640-6411-000	13,782.80
LYNCH DALLAS PC	226307	01/19/2026	Email/Records Request Review	001-640-6411-000	674.00
<b>Department 640 - LEGAL SERVICES &amp; ENGINEERING SERVICES Total:</b>					<b>14,456.80</b>
<b>Department: 650 - CITY HALL &amp; GENERAL BUILDINGS</b>					
HAWKEYE FIRE SAFETY	158524	01/19/2026	Fire Extinguisher Annual Check	001-650-6310-000	271.50
GREAT WESTERN SUPPLY CO	260837	01/19/2026	Paper Towels	001-650-6310-000	29.85
GREAT WESTERN SUPPLY CO	260837	01/19/2026	Trash Can liners	001-650-6310-000	54.87
CEDAR RAPIDS MUNICIPAL UT...	INV0000021	01/19/2026	City Hall- Water	001-650-6374-000	57.23
ALLIANT ENERGY	INV0000030	01/19/2026	ROBINS COMMUNITY CENTER	001-650-6371-000	223.51
ALLIANT ENERGY	INV0000030	01/19/2026	205 2nd St	001-650-6371-000	35.29
<b>Department 650 - CITY HALL &amp; GENERAL BUILDINGS Total:</b>					<b>672.25</b>
<b>Fund 001 - GENERAL FUND Total:</b>					<b>28,905.93</b>
<b>Fund: 110 - ROAD USE TAX</b>					
<b>Department: 210 - ROADS, BRIDGES &amp; SIDEWALKS</b>					
U S CELLULAR	0778836754-2	01/19/2026	K. Potts Phone	110-210-6373-000	57.66
HAWKEYE FIRE SAFETY	158527	01/19/2026	Annual Fire Extinguisher Check	110-210-6310-000	99.75
HEARTLAND RELAY	24762-4	01/19/2026	Monthly Service/Support-Jan ...	110-210-6373-000	50.00
CEDAR RAPIDS MUNICIPAL UT...	INV0000022	01/19/2026	200 Maxfield Ln-Streets	110-210-6374-000	57.05
HOTSY CLEANING SYSTEMS, I...	PSI-321517	01/19/2026	Road Salt Remover/Detergent	110-210-6599-000	210.00
O'REILLY AUTO PARTS	0796-126739	01/19/2026	Fuel Hose	110-210-6332-000	12.53
O'REILLY AUTO PARTS	0796-126739	01/19/2026	Hose clamps	110-210-6332-000	8.95
ADVANCE AUTO PARTS	1981536514736	01/19/2026	Hose Clamps	110-210-6332-000	2.92
NEAL BOECKMANN	202601-Boeckmann	01/19/2026	Phone Stipend	110-210-6373-000	27.08
JEFF VANERSVELDE	202601-VANERSVELDE	01/19/2026	Phone Stipend	110-210-6373-000	27.07
JOEY WELTON	202601-WELTON	01/19/2026	Phone Stipend	110-210-6373-000	28.08
JOHN DEERE CREDIT	6118952	01/19/2026	Hand Soap/Driveway markers	110-210-6504-000	23.92
JOHN DEERE CREDIT	6119655	01/19/2026	Vehicle Wax	110-210-6332-000	25.44
JOHN DEERE CREDIT	6122144	01/19/2026	Driveway Markers	110-210-6504-000	71.76
JOHN DEERE CREDIT	6129538	01/19/2026	Rags	110-210-6417-000	9.99
JOHN DEERE CREDIT	6129538	01/19/2026	Diesel	110-210-6417-000	17.98
JOHN DEERE CREDIT	6129538	01/19/2026	Oil	110-210-6417-000	30.99
JOHN DEERE CREDIT	6129538	01/19/2026	Work Attire-J Welton	110-210-6598-000	44.99
JOHN DEERE CREDIT	6142449	01/19/2026	Screws	110-210-6417-000	2.59
JOHN DEERE CREDIT	6142449	01/19/2026	Fuel Hose	110-210-6417-000	1.51
JOHN DEERE CREDIT	6142449	01/19/2026	Attire- J Welton	110-210-6598-000	44.99
JOHN DEERE CREDIT	6142587	01/19/2026	Oil	110-210-6331-000	13.47
JOHN DEERE CREDIT	6142587	01/19/2026	Fluid, Diesel Def 2.5 Gal	110-210-6331-000	35.96
LINN CO-OP OIL	920055	01/19/2026	DYED DIESEL	110-210-6331-000	1,274.35
ALLIANT ENERGY	INV0000029	01/19/2026	200 MAXFIELD LANE	110-210-6371-000	132.40
ALLIANT ENERGY	INV0000029	01/19/2026	200 Maxfield Ln New Shop	110-210-6371-000	35.11
ALLIANT ENERGY	INV0000029	01/19/2026	145 E Main St.	110-210-6371-000	27.51
<b>Department 210 - ROADS, BRIDGES &amp; SIDEWALKS Total:</b>					<b>2,374.05</b>
<b>Department: 230 - STREET LIGHTING</b>					
CORRIDOR ENERGY COOPERA...	INV0000026	01/19/2026	Lites @ Evergreen Ests	110-230-6378-000	56.25

# Pending Expense Approval Report

Packet: APPKT00015;APPKT00016;APPKT00017;APPKT00018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
CORRIDOR ENERGY COOPERA...	INV0000026	01/19/2026	Lights @ 107 Landau Ct.	110-230-6378-000	170.36
CORRIDOR ENERGY COOPERA...	INV0000026	01/19/2026	Lights @ Robins Square	110-230-6378-000	219.69
CORRIDOR ENERGY COOPERA...	INV0000026	01/19/2026	Lights	110-230-6378-000	780.25
CORRIDOR ENERGY COOPERA...	INV0000026	01/19/2026	The Village Addn	110-230-6378-000	62.50
CORRIDOR ENERGY COOPERA...	INV0000026	01/19/2026	Light Only Account	110-230-6378-000	63.75
ALLIANT ENERGY	INV0000029	01/19/2026	MAIN ST MENTZER RD	110-230-6378-000	69.38
ALLIANT ENERGY	INV0000029	01/19/2026	ROBINS STREET LIGHTS	110-230-6378-000	1,800.95
ALLIANT ENERGY	INV0000029	01/19/2026	W MAIN ST BRGLGT 55A	110-230-6378-000	257.62
ALLIANT ENERGY	INV0000029	01/19/2026	735 Main St Metered City Ligh...	110-230-6378-000	128.43
Department 230 - STREET LIGHTING Total:					3,609.18
Fund 110 - ROAD USE TAX Total:					5,983.23
Fund: 121 - LOCAL OPTION SALES TAX					
Department: 520 - ECONOMIC DEVELOPMENT					
ROBINS ECONOMIC	INV0000025	01/19/2026	Quarterly Support Payment	121-520-6420-000	15,750.00
Department 520 - ECONOMIC DEVELOPMENT Total:					15,750.00
Fund 121 - LOCAL OPTION SALES TAX Total:					15,750.00
Fund: 600 - WATER UTILITY					
Department: 810 - WATER					
CORRIDOR ENERGY COOPERA...	INV0000026	01/19/2026	1055 W Main St Booster	600-810-6371-000	459.02
Department 810 - WATER Total:					459.02
Fund 600 - WATER UTILITY Total:					459.02
Fund: 610 - SEWER UTILITY					
Department: 815 - SEWER					
CORRIDOR ENERGY COOPERA...	INV0000026	01/19/2026	2805 Twinleaf Rd Lift Station	610-815-6371-000	84.77
CORRIDOR ENERGY COOPERA...	INV0000026	01/19/2026	Kings Way Sewer Lift	610-815-6371-000	112.30
CORRIDOR ENERGY COOPERA...	INV0000026	01/19/2026	3280 N Center Point Rd Lift St...	610-815-6371-000	254.22
OMNI-SITE.NET	103564	01/19/2026	2026 Annual Service	610-815-6350-000	1,450.00
NEAL BOECKMANN	202601-Boeckmann	01/19/2026	Phone Stipend	610-815-6350-000	27.07
JEFF VANERSVELDE	202601-VANERSVELDE	01/19/2026	Phone Stipend	610-815-6350-000	27.08
JOEY WELTON	202601-WELTON	01/19/2026	Phone Stipend	610-815-6350-000	26.07
CEDAR RAPIDS MUNICIPAL UT...	INV0000027	01/19/2026	Sewer 28E O&M Charges- Jan ...	610-815-6499-000	18,641.51
ALLIANT ENERGY	INV0000029	01/19/2026	696 KERVIN CT	610-815-6371-000	79.61
ALLIANT ENERGY	INV0000029	01/19/2026	1151 CHARLOTTE AVE	610-815-6371-000	180.26
Department 815 - SEWER Total:					20,882.89
Fund 610 - SEWER UTILITY Total:					20,882.89
Grand Total:					71,981.07

## Report Summary

## Fund Summary

Fund	Expense Amount
001 - GENERAL FUND	28,905.93
110 - ROAD USE TAX	5,983.23
121 - LOCAL OPTION SALES TAX	15,750.00
600 - WATER UTILITY	459.02
610 - SEWER UTILITY	20,882.89
<b>Grand Total:</b>	<b>71,981.07</b>

## Account Summary

Account Number	Account Name	Expense Amount
001-110-6230-000	TRAINING-POLICE	425.00
001-110-6232-000	TRAINING - POLICE RESE...	325.00
001-110-6310-000	BUILDING REPAIR/MAIN...	32.50
001-110-6371-000	ELECTRIC/GAS UTILITIES-...	239.97
001-110-6373-000	COMMUNICATIONS-POL...	179.81
001-110-6374-000	WATER/SEWER UTILITIES..	28.52
001-110-6419-000	IT SERVICES - POLICE	385.00
001-110-6493-000	COUNTY DISPATCH FEES	5,098.39
001-110-6599-000	POLICE RESERVES ATTIRE	47.95
001-150-6210-000	DUES-MEMBERSHIPS - F...	25.00
001-150-6310-000	BUILDING MAINT & REP...	211.50
001-150-6332-000	VEHICLE MAINT & REPAI...	1,704.36
001-150-6371-000	ELECTRIG/GAS UTILITIES ...	239.97
001-150-6373-000	COMMUNICATIONS - FI...	104.15
001-150-6374-000	WATER/SEWER UTILITIES..	28.53
001-150-6501-000	MEDICAL SUPPLIES - FIRE	14.18
001-170-6373-000	COMMUNICATIONS - BL...	115.66
001-210-6419-000	IT SERVICES - DRAINAGE	35.00
001-290-6372-000	SOLID WASTE EXPENSE	22.22
001-430-6310-000	BUILDING MAINT & REP...	35.98
001-430-6371-000	ELECTRIC/GAS UTILITIES -...	244.63
001-620-6373-000	COMMUNICATIONS - P...	212.45
001-620-6402-000	LEGAL PUBLICATIONS - ...	530.62
001-620-6419-000	DATA PROCESSING-P&A	3,440.00
001-620-6506-000	OFFICE SUPPLIES-P&A	42.00
001-620-6507-000	MISC SUPPLIES-P&A	8.49
001-640-6411-000	LEGAL FEES - P&A	14,456.80
001-650-6310-000	BUILDING REPAIR/MAIN...	356.22
001-650-6371-000	GAS/ELECTRIC UTILITIES -..	258.80
001-650-6374-000	WATER/SEWER UTILITIES..	57.23
110-210-6310-000	BUILDING REPAIR/MAIN...	99.75
110-210-6331-000	VEHICLE GAS & OIL - RO...	1,323.78
110-210-6332-000	EQUIPMENT REPAIR - R...	49.84
110-210-6371-000	ELECTRIC/GAS UTILITIES -..	195.02
110-210-6373-000	COMMUNICATIONS-RO...	189.89
110-210-6374-000	WATER/SEWER UTILITIES..	57.05
110-210-6417-000	STREET MAINTENANCE -...	63.06
110-210-6504-000	PARTS & REPAIR-ROAD ...	95.68
110-210-6598-000	ATTIRE - ROAD USE	89.98
110-210-6599-000	ROCK/SAND/MATERIALS...	210.00
110-230-6378-000	STREET LIGHTS	3,609.18
121-520-6420-000	ECONOMIC DEVELOPM...	15,750.00
600-810-6371-000	UTILITIES-WATER	459.02
610-815-6350-000	SEWER MAINTENANCE	1,530.22
610-815-6371-000	GAS/ELECTRIC UTILITIES -..	711.16
610-815-6499-000	C.R. HOOKUP	18,641.51
Grand Total:		71,981.07

Project Account Summary

Project Account Key	Expense Amount
**None**	71,981.07
Grand Total:	71,981.07



**ROBINS CITY COUNCIL  
RESOLUTION NO. 0126-6**

**AUTHORIZING APPLICATION TO CORRIDOR METROPOLITAN PLANNING  
ORGANIZATION FOR REGIONAL TRANSPORTATION FUNDS AND COMMITTING  
TO PROVIDE LOCAL MATCHING FUNDS CONTINGENT UPON AWARD AND  
ACCEPTANCE OF TRANSPORTATION GRANT FUNDS.**

**WHEREAS**, the city of Robins, Iowa, is applying to the Corridor Metropolitan Planning Organization for \$1,279,000 of federal Surface Transportation Block Grant (STBG) to construct the ITC Midwest Trail from Wildflower Road to Hawkeye Drive.

**WHEREAS**, the City of Robins has the legal jurisdiction and authority to construct, finance, operate, and maintain the proposed recreational trail within City of Robins limits for a minimum of twenty years.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBINS, IOWA**, as follows:

1. That the City of Robins, Iowa, agrees to conform with the regulations, statutes, terms, and conditions described in the application and instructions.
2. Comply with conditions of accepting transportation funding from the Corridor Metropolitan Planning Organization.
3. That the City commits to provide the matching funds of \$255,800 proposed in the funding application contingent upon award, and acceptance, of federal STBG funding for the above-mentioned project. The City of Robins is under no obligation to perform said project if Robins's application for funding is not approved.
4. That if federal STBG or TA funds are approved for the above-mentioned project, the required local matching funds will be included in the future Capital Improvements Program, and the City will adequately maintain the project for its intended public use for a minimum of twenty years following completion.

**Approved and Adopted** this 19th day of January, 2026

**CITY OF ROBINS, IOWA**

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Chuck Hinz, Mayor of Robins

ATTEST:

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Lisa Goodin, City Clerk/Treasurer



## Surface Transportation Block Grants (STBG) Funding Application

Please review the program's Notice of Funding Opportunity (NOFO) before completing this application.

<https://cms8.revize.com/revize/repository/cedarrapids/STBG%20NOFO%202026.pdf?8326>

Submit applications via email to

Elizabeth Burke at [e.burke@corridormpo.com](mailto:e.burke@corridormpo.com)

### **APPLICATION DUE MIDNIGHT SUNDAY, JANUARY 11, 2026**

#### **Attachment A – Application Form**

##### **Contact Information**

<b>Project Name:</b> The Project Name should match what is identified on pages 201-205 of <a href="#">the 2050 LRTP</a> .	ITC Midwest Trail				
<b>Project Sponsor:</b> The name of the member jurisdiction sponsoring the project and providing the local match.	City of Robins				
<b>Contact Name:</b>	Kelli Scott	<b>Organization:</b>	City of Robins		
<b>Email Address:</b>	Kelli.scott@cityofrobins.org				
<b>Street Address:</b>	265 South 2 <sup>nd</sup> St				
<b>City:</b>	Robins	<b>Zip Code:</b>	52328	<b>Phone Number:</b>	319.393.0588

##### **Project Overview**

**Project Description:** The Project Description should match what is identified in the LRTP FCP. If it is a portion or phase of the identified project, then it should clearly identify the project's limits. The improvements planned as part of the project should be clearly stated. It is important to note that projects submitted for funding in the TIP need to match the project description as listed in the LRTP. Any part of the project outside of the project limits listed in the LRTP will not be eligible for funding. Additionally, any projects authorized by the Federal Highway Administration (FHWA) that include federally funded work outside the project limits as listed in the TIP and the State Transportation Improvement Program (STIP) may be subject to losing all or some of the federal funds for the project. (See Attachment C for more information)

Extension of a 12' wide shared-use path along the ITC Midwest overhead electric property alignment beginning at Wildflower Road and connecting to the City Park and trail loop at Hawkeye Drive (1.2 miles) adjacent to the Robins Landing development currently under construction. The trail alignment would extend the public trail network and connect to the regionally significant Cedar Valley Nature Trail.

**Purpose & Need Narrative:** Provide a brief description of the problem the project will address or the project's goal and why it should be funded now. The description is also an opportunity to provide an update on the project from when it was originally identified in the Fiscally Constrained Plan.

The trail provides bike and pedestrian access to current and existing housing developments to connect residents to nearby travel and recreational trail facilities as well as the planned Robins Landing mixed-use land development businesses and amenities. The project connects separated, rural neighborhoods to the core areas in Robins. The project facilities provide access to those who may be economically disadvantaged and older citizens by connecting through the Robins Landing development which will include medium density multi-family residential lots. The planned medium density multi-family lots are typically rented by low-income households, or rented/purchased by older citizens that are looking for a lower maintenance place of living. The proposed trail connection in this location will give these residents access to recreational

amenities throughout the City and the metro area. The proposed ITC Midwest Trail alignment was developed in coordination with the community members and leaders in charge of drafting the Robins Strategic Future Growth Outline and local neighborhood residents as a preferred route to connect west areas of Robins to the proposed park at Robins Landing and the Cedar Valley Nature Trail.

The ITC Trail Project is a separated trail which connects to low volume roadways and other separated trails, minimizing safety concerns associated with vehicle traffic. The trail will provide a safer form of transportation for users looking to travel towards Robins by avoiding the surrounding high speed rural roadways.

**Project Score:** Identify the FCP score of the project. Please see pages 201-205 of [the 2050 LRTP](#).

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## Project Readiness

Provide summary information on the following:

**Right-of-Way Acquisition:** State if right-of-way (ROW) is required, has already been acquired, or is not necessary.

The project will follow property owned by ITC Midwest for their overhead utility lines. The trail will be constructed primarily on the utility property and will require approximately 4.5 acres of permanent easement acquisition. All required acquisitions will occur during project design.

**Environmental:** State if environmental clearance is required, or if it has already been acquired.

Required environmental clearances will be obtained during project design.

**Local Match:** State if the local match has been secured, or when it is anticipated to be secured. Identify other funding sources (state or federal) that have been received for the project.

Funds not yet secured but are in the City's CIP for the fiscal years applicable. There also is a section of trail between this ITC Midwest Trail project and the connection to the Cedar Valley Nature Trail that is committed to be privately funded outside this project.

**Public Engagement:** State what type of public engagement has been used to date, or what the plan is to make sure the public is informed. Provide the feedback that has been received to date.

This project is included in the Corridor MPO 2050 Long Range Transportation Plan. Planning and design is intended to be in the City's budget for the fiscal year applicable, and the budget will have a public hearing prior to being approved by city council.

This project was originally developed by community members and leaders that oversaw drafting the City of Robins Strategic Future Growth Outline (SFGO). The SFGO is a document that has been adopted by the City of Robins City Council to guide the City for potential development and capital improvements planning. The project was conceived as a new trail for the western residential neighborhoods in Robins to provide recreational and travel opportunities and connection to the regional Cedar Valley Nature Trail.

As City leaders continued to develop the trail alignment and plan, the local neighborhood residents were engaged to review the project concept. The project development team and residents agreed that the preferred trail alignment should follow the ITC Midwest utility property from Wildflower Road to Hawkeye Drive at the future site of the Robins Landing planned City Park.

Throughout the project development, project information will be presented at certain milestones to illustrate the progress of the project design and continue to collect public input prior to completing the Final Plan for bidding and construction.

### Project Schedule

Provide the anticipated project development schedule. Please provide estimates by month and year

	Start Date	Completion Date
Design	02/2029	11/2029
Right-of-Way Acquisition	05/2029	10/2029
Environmental	03/2029	09/2029
Construction	06/2030	09/2030

## Attachment A – Application Form (continued)

Applicants can apply for three reasons. These being a new funding request, additional funding request, or advancing construction of an existing project. Each of these requests with their purpose are found within Attachment A. Applicants may only fill out one of these sections per application.

### New Funding Request

Please select funding for projects from the earliest available funding year that you can begin construction. Please select the earliest year with funding available. Selecting the earliest achievable funding source will expedite overall project construction.

<b>Project Name:</b>	ITC Midwest Trail
<b>Funding Requested for Construction:</b>	\$1,648,000 in FFY 2031
<b>Estimated Total Funding Request:</b>	\$1,648,000 in FFY 2031
<b>Estimated Total Project Cost:</b>	\$2,012,000 in FFY 2031

Project costs and requests should be inflated to the year that the funding is requested at a rate of 5% per year. Please document this inflation on your cost estimates indicated on Attachment D.

### Additional Funding Request

An increase in funding for an existing project can only be requested at this time. Please indicate the funding year that additional funding is requested. A single time for all funding requests is required to ensure a competitive allocation of funds.

<b>Project Name:</b>	[ ]
<b>Original Amount Awarded from the MPO:</b>	\$[ ] in FFY [YYYY]
<b>New Funding Request:</b>	\$[ ] in FFY [YYYY]
<b>New Estimated Total Project Cost:</b>	\$[ ] in FFY [YYYY]

Project costs and requests should be inflated to the year that the funding is requested at a rate of 5% per year. Please document this inflation on your cost estimates indicated on Attachment D.

### Advancing Design or Construction of an Existing Project – No Additional Funds Requested

Funding can be reallocated to earlier years for an existing project to advance construction only if the desired FFY has funding available. Please indicate the new funding distribution requested by year and project cost. The new total cost must match the originally allocated cost. Funding vacated in the original project year will be made competitively available in next year's TIP cycle. Money cannot be moved from a FFY to an earlier one.

<b>Project Name:</b>	[ ]
<b>Original Amount Awarded from the MPO:</b>	\$[ ] in FFY [YYYY]
<b>Funding Requested for Advancement of Construction:</b>	\$[ ] in FFY [YYYY]
<b>Total Funding Deducted from Currently Funded Year:</b>	\$[ ] in currently funded year [YYYY]
<b>New Estimated Total Project Cost:</b>	\$[ ] in FFY [YYYY]

Project costs and requests should be inflated to the year that the funding is requested at a rate of 5% per year. Please document this inflation on your cost estimates indicated on Attachment D.

## Part B – 2050 LRTP Design Factors

**Required Information (FOR ROAD PROJECTS ONLY):** In compliance with the Corridor MPO's Long Range Transportation Plan, 2050 LRTP, design characteristics must correspond with those listed in Chapter 7. Variances are allowed with the Transportation Technical Advisory Committee's (TTAC) approval or an official design exception granted by the Iowa Department of Transportation. Please fill in the design factors that will be used for your project.

**Base Design Factor Used:** Minor Arterial

### Roadway Features

**Posted Speed:** [ ] MPH

**Parking Width (If Provided):** [ ]'

**Number of Travel Lanes:** [ ]

**Width of Travel Lanes:** [ ]'

**Median Width:** [ ]'

**Roadway Width:** [ ]'

**Public Frontage Width:** [ ]'

**Is This a Truck Route?** ☐ Yes ☐ No

**Will an Integral Curb and Gutter be used?** ☐ Yes ☐ No

**Will Durable Pavement Markings be used?** ☐ Yes ☐ No

### Multi-Modal Features

#### Transit

**Is this project on a transit route?** ☐ Yes ☒ No

**If yes, what transit accommodations will be provided?** [ ]

#### Sidewalks

**How is the land around this project currently zoned?** Agricultural or Rural

**Width of Sidewalks:** 12'

**Distance from Right-of-Way Line:** 40' TYP. (VARIES)

#### Bicycle

**Is the project area designated for bikeways in a local plan?** Yes. This project is a part of the Corridor MPO 2050 LRTP and the planned Trails Overview Map (2023) for the City of Robins.

**What Bikeways will be provided?** Shared Use Trails

### Design Exceptions or Variances

**Please describe any design exceptions required from the Iowa DOT.**  
N/A

**Please describe any variances required from TTAC.**  
N/A

## Attachment C – Checklist and Certification

Before you submit your application, please verify that all of the attachments described below are included in your submission email. Incomplete applications may be disqualified from consideration.

### Checklist

Attachment	Description
<input checked="" type="checkbox"/> A	Application Form
<input checked="" type="checkbox"/> B	2050 LRTP Design Factors (STBG Road Projects Only)
<input checked="" type="checkbox"/> C	Checklist and Certification
<input checked="" type="checkbox"/> D	Estimated Project Cost
<input checked="" type="checkbox"/> E	DOT Approved Resolution of Support – (Trail Projects Only)
<input type="checkbox"/> F	Resolution of Support for Non-Trail Projects
<input checked="" type="checkbox"/> G	Additional Information (location map, sketch plan, photos)

### Certification

The undersigned is an official authorized to represent the applying organization. The person signing this document must have the authority to contractually bind the organization.

#### Certification

I certify that all proposed activities identified within this application will be carried out and that all the grant money received will be utilized for its intended purpose. It is also to the understanding of the applying organization that if any incorrect information was included in this application, the applicant's Federal funds may be revoked.

To the best of my knowledge and belief, all information included in this application is true and accurate, including the commitment of all physical and financial resources. This application has been duly authorized by the applying organization. I understand that the attached official endorsement(s) binds the participating authority to assume responsibility for adequate maintenance of any new or improved facilities.

If funding assistance is approved for the project described in this application, I understand that an executed agreement between the applicant and the Iowa DOT is required before the project can be started, costs incurred, or such funding assistance authorized for use in implementing the project.

Printed Name Kelli Scott Title City Engineer

Signature \_\_\_\_\_ Date 1/9/2026

**ROBINS CITY COUNCIL  
RESOLUTION NO. 0126-7**

**AUTHORIZING APPLICATION TO CORRIDOR METROPOLITAN PLANNING  
ORGANIZATION FOR REGIONAL TRANSPORTATION FUNDS AND COMMITTING  
TO PROVIDE LOCAL MATCHING FUNDS CONTINGENT UPON AWARD AND  
ACCEPTANCE OF TRANSPORTATION GRANT FUNDS.**

**WHEREAS**, the city of Robins, Iowa, is applying to the Corridor Metropolitan Planning Organization for \$1,318,400 of Transportation Alternatives Set-Aside (TASA) to construct a trail along the ITC Midwest utility alignment from Wildflower Road to Hawkeye Drive.

**WHEREAS**, the City of Robins has the legal jurisdiction and authority to construct, finance, operate, and maintain the proposed recreational trail within Robins city limits for a minimum of twenty years.

**NOW THEREFOR BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROBINS, IOWA**, as follows:

1. That the City of Robins, Iowa, agrees to conform with the regulations, statutes, terms, and conditions described in the application and instructions.
2. Comply with conditions of accepting transportation funding from the Corridor Metropolitan Planning Organization.
3. That the City commits to provide the matching funds of \$329,600 proposed in the funding application contingent upon award, and acceptance, of TASA funding for the above-mentioned project. The City of Robins is under no obligation to perform said project if Robins's application for funding is not approved.
4. That if federal TASA funds are approved for the above-mentioned project, the required local matching funds will be included in the future Capital Improvements Program, and the City will adequately maintain the project for its intended public use for a minimum of twenty years following completion.

**Approved and Adopted** this 19th day of January, 2026

**CITY OF ROBINS, IOWA**

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Chuck Hinz, Mayor of Robins

ATTEST:

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Lisa Goodin, City Clerk/Treasurer



# Iowa Transportation Alternatives Set-Aside Program Application

Please review the program guidance before completing this application.

[https://iowadot.gov/systems\\_planning/Grant-Programs/Transportation-Alternatives](https://iowadot.gov/systems_planning/Grant-Programs/Transportation-Alternatives)

PART A – PROJECT SPONSOR INFORMATION					
<b>Project Sponsor:</b>	City of Robins				
<b>Contact Name:</b>	Kelli Scott	<b>Contact Title:</b>	City Engineer		
<b>Email Address:</b>	<a href="mailto:Kelli.scott@cityofrobins.org">Kelli.scott@cityofrobins.org</a>				
<b>Street Address:</b>	265 South 2 <sup>nd</sup> St				
<b>City:</b>	Robins	<b>Zip Code:</b>	52328	<b>Phone Number:</b>	319.393.0588
<b>Unique Entity Identifier (UEI):</b>					
<i>(To verify existing UEI or to register, go to System for Award Management at <a href="https://SAM.gov">https://SAM.gov</a>. The entity name associated with the UEI must match the entity listed on this application as the project sponsor.)</i>					
<b>Metropolitan Planning Organization (MPO) or Regional Planning Affiliation (RPA):</b>	Corridor MPO				
<i>(To identify your local MPO or RPA, go to <a href="https://iowadot.gov/systems_planning/Grant-Programs/Transportation-Alternatives">https://iowadot.gov/systems_planning/Grant-Programs/Transportation-Alternatives</a> )</i>					

PART B – PROJECT INFORMATION	
<b>Project Title.</b>	ITC Midwest Trail
<p><b>Project Description.</b> The project description entered in the space below should include summary details of only the project scope that is the subject of the funding request. Do not provide details of completed or future phases of a larger project. For a construction project, the description should include the facility name, brief description of the work to be completed, length of the project to be completed, the project end points or termini, and any existing connecting trails or facilities.</p> <p>Extension of a 12' wide shared-use path along the ITC Midwest overhead electric property alignment beginning at Wildflower Road and connecting to the City Park and trail loop at Hawkeye Drive (1.2 miles) adjacent to the Robins Landing development currently under construction. The trail alignment would extend the public trail network and connect to the regionally significant Cedar Valley Nature Trail.</p>	
<b>Is this application intended to be considered for funding as a Safe Routes to School (SRTS) project?</b> If yes, Part E of this application form must be completed. If a SRTS construction project, the project must be located within 2 miles of a school serving students K-12.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Is this application located immediately adjacent to a state-designated Iowa Byway?</b> If yes, the project should be identified in the byway's adopted Corridor Management Plan and the application shall include an endorsement of the project by the local byway organization.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Upon completion, will the project be open to the public?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Do you intend to charge a fee to users? If yes, how much will the fee be and how will the revenue be used?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

### PART C – PROJECT COSTS AND MATCHING FUNDS

Complete the table below by identifying the estimated project costs. Costs should reflect estimated costs in the execution year when funds are programmed and the project is ready to proceed. COLUMN 1 is the total project cost to the project sponsor and will include all costs whether TA Set-Aside reimbursement is intended or the costs will be paid entirely with local or other funds. Most project sponsors do not intend to request reimbursement toward all project costs. The amount listed in COLUMN 1 for each type of cost should also be placed in either COLUMN 2 or COLUMN 3. The costs listed in COLUMN 2 are those that are not intended to be claimed for TA Set-Aside reimbursement. Costs listed in COLUMN 3 are costs the project sponsor does intend to claim for reimbursement. No row should have costs in all three columns and the total of COLUMN 2 plus the total of COLUMN 3 should equal the total of COLUMN 1.

	<b>COLUMN 1</b> Total Estimated Project Cost to Project Sponsor	<b>COLUMN 2</b> No TA Set-Aside Reimbursement Planned	<b>COLUMN 3</b> Intend to Claim TA Set-Aside Reimbursement
Right-of-way Acquisition:	\$ 84,000	\$ 84,000	\$ 0
Preliminary Design/Engineering:	\$ 127,000	\$ 127,000	\$ 0
Construction:	\$ 1,648,000	\$ 0	\$ 1,648,000
Construction Engineering:	\$ 153,000	\$ 153,000	\$ 0
Other (please identify) :	\$ 0	\$ 0	\$ 0
Other (please identify) :	\$ 0	\$ 0	\$ 0
Total:	\$ 2,012,000	\$ 364,000	\$ 1,648,000

**A:** Total to be Claimed for Reimbursement (*Total COLUMN 3*) \$ 1,648,000

**B:** Transportation Alternatives Set-Aside Funding Request (*Maximum 80% of Total COLUMN 3*) \$ 1,318,400

**C:** Required Local Match (*Difference A-B; Minimum 20% of Total COLUMN 3*) \$ 329,600

**D:** Total Cost to Project Sponsor\* (*C + Total COLUMN 2*) \$ 693,600

*\* Project Sponsor is also responsible for all cost overruns*

**Matching Funds:** Please identify all sources of funds for the project and indicate if they are federal, state, local, or private funds; the intended use (if limited or different from the scope of this application); whether the funds are secured or only anticipated; when the funds will be available for use by the project sponsor, and any conditions placed on the use of the funds in the space provided below. The total of all entries listed here should equal **(D)** above. If funds are not yet secured for 100% of the total cost to the project sponsor, the list below should identify the outstanding funding gap.

*Example: \$100,000 grant from ABC Foundation (private) awarded July 2022 for design costs only. Design must be completed by December 2024 to receive funds.*

*Example: \$250,000 State Recreational Trails grant awarded October 2023. Project must be completed by July 2025.*

*Example: \$250,000 included in city CIP for FY2024.*

*Example: \$400,000 remains unfunded.*

*Example: Application to private foundation pending for \$100,000 request. Anticipate award March 2024.*

\$552,600 from the City of Robins anticipated to be budgeted in the appropriate fiscal years for Preliminary Engineering, Construction Engineering, and required local match.


#### PART D – PROJECT DEVELOPMENT MILESTONES

**Please provide a timeline of your project milestones below.** For a construction project (or as applicable), estimated dates should be identified for major milestones such as: submittal of a concept statement, anticipated NEPA clearance, initiation of preliminary design, acquisition of right-of-way, completion of final design, planned project letting date, start of construction, estimated construction completion date, completion of a final construction audit, and when final closure of the project is expected. Add any additional milestones as appropriate for your project. Projects will be required to be let within two years of funds being available (programmed in the TIP/STIP) to the project. Upon award and execution of a project funding agreement, projects that fail to make satisfactory progress may be terminated by Iowa DOT.

DATE	PROJECT MILESTONE
July 2029	Begin Design
September 2029	Concept Statement Submittal
March 2030	Preliminary Plan Submittal
April 2030	NEPA Clearance Complete
August 2030	Right-of-Way Acquisitions Complete
August 2030	Check Plan Submittal
September 2030	Final Design Complete
December 2030	Bid Letting
April 2031	Begin Construction
September 2031	Construction Complete
November 2031	Construction Audit Complete
December 2031	Project Closeout Complete

#### PART E – SAFE ROUTES TO SCHOOL PROJECT INFORMATION (ONLY IF APPLICABLE)

This section is only required to be completed if requesting funding for a Safe Routes to School project.

**Survey data collected.** A Safe Routes to School project is required to have completed the necessary planning and preparation activities including collecting data about the school(s) and student population. Please see <http://saferoutesdata.org> for forms, tips, and instructions. Please **DO NOT** provide your survey forms with this application.

School Name(s):  
 Grades of students at school(s):  
 Number of students at school(s):  
 Number of K-12 students at school(s):  
 Distance eligibility for riding a bus (radius) in miles:  
 Number of K-12 students who currently walk to school:  
 Number of K-12 students who currently bicycle to school:  
 Number of K-12 students currently driven to school:  
 Number of K-12 students currently bused to school:  
 Number of K-12 students eligible for busing:  
 Number of K-12 students who attend this school and live within 2 miles:

**Evaluating the Success of the Project.** Please discuss your plans for evaluating the success of the project. The SRTS program goal is to enable and encourage more students to walk and bicycle to school. How will you measure your success? What method will you use to determine whether more students are walking or bicycling to school? What are your specific user goals for this project? Your plans for measurement should minimally include using the student survey forms provided at <http://saferoutesdata.org> to gather before and after figures for the number of K-12 students who are: walking to school, bicycle to school, driven to school, and bused to school. Please provide a narrative response in the space provided below. **BE AS CONCISE AS POSSIBLE.**

## PART F – NARRATIVE QUESTIONS

Please provide a narrative response to each question in the space provided for each question below.

**BE AS CONCISE AS POSSIBLE**

**1. Detailed Description of the Project.** Please provide a clear description of the concept of the proposed project, including such information as existing site conditions, trail length, number/acreage of parcels to be acquired, general construction activities planned, etc. For a non-construction project, provide a summary of the planned activities to be part of the project with a description of each. Remember to provide summary details of only the project scope that is the subject of the funding request. Do not provide details of completed or future phases of a project.

The project will construct ~6,100 ft of 12' wide paved multi-use trail along the existing ITC Midwest overhead utility property alignment from Wildflower Road to the planned City Park and trail loop at Hawkeye Drive adjacent to the Robins Landing development project that is currently under construction. The project will include grading for the trail through land that is currently green space or row crop farm field owned by the electric utility company. The trail alignment will generally be parallel to the overhead utility with curves at utility directional changes. The trail will be constructed primarily on the utility property and will require approximately 4.5 acres of permanent easement acquisition.

**2. Impact of the Project.** If this is an application to a regional program, what is the project's value to the region and how will it be a functional addition to the transportation system and region as a whole if no additional development funds are received? If this is a statewide or multi-regional project, assess the value of this project from a statewide or multi-regional perspective. How does the proposed project meet the intent of the program? Upon completion, will the proposed project contribute to the quality of life, utility of the transportation system, or tourism appeal? What degree of planning has been implemented to complete the project?

The ITC Midwest Trail is a part of the Corridor MPO Long Range Transportation Plan 2050 (LRTP). The LRTP aims to increase connections of active transportation, make improvements that increase quality of life, and expand multi-modal connections among other goals. This project will connect the west region of Robins, Iowa to the regionally significant Cedar Valley Nature Trail which extends across several Eastern Iowa communities. Upon completion the project will contribute to the quality of life for the nearby residents of Robins as well as visitors that use the City's parks and trail network. The project will provide alternative transportation options for residents and commuters to access the larger trail network to travel for work, or recreational activities. The project was developed through a community future growth plan that was adopted by the City of Robins City Council and has continued to be planned through adjacent development planning and public engagement. The proposed trail alignment has also been discussed with the overhead utility owner, who advocates in support of the project.

**3. Alignment with Local, Regional, or Statewide Planning Documents.** What is the relationship of the proposed project to a local, regional, or statewide plan? For example, how does the proposed project align with the Iowa Bicycle and Pedestrian Long-Range Plan and any applicable adopted regional, county, or municipal trail plan? It is preferred that links to documents publicly available online and specific page references be provided.

This project is a planned trail for the City of Robins as shown in their Trails Overview Map (2023) which is available on the City's website at [https://www.cityofrobins.org/wp-content/uploads/2023/03/EXH\\_Trails\\_Map\\_2023-03-23.pdf](https://www.cityofrobins.org/wp-content/uploads/2023/03/EXH_Trails_Map_2023-03-23.pdf) and provides for future growth of the transportation network in the undeveloped areas of City land use.

The project is also listed in the Corridor MPO 2050 LRTP Fiscally Constrained Plan – Trail and Bikeways Projects <https://cms8.revize.com/revize/cedarrapids/Corridor%20MPO%202050%20LRTP.pdf>

**4. Federal-aid Highway Project Development Process, Understanding and Capacity.** What previous experience does existing project sponsor staff have with the federal-aid highway project development process? Has past performance resulted in successful projects that delivered the projects in a timely and compliant manner? Does existing staff have the capacity to administer the proposed project? Has the project sponsor demonstrated an understanding of the program rules? What strategies will be implemented to deliver the proposed project successfully?

The project sponsor has developed and completed projects utilizing Federal-aid including the South Troy Park Trail completed in 2017 which was completed successfully by the City of Robins. The City Engineer, who will oversee the project development, has completed projects involving the Federal-aid highway project development process in their previous position. The project sponsor will also take advantage of the services of an engineering consultant with vast experience related to Federal-aid project design and development and construction administration for the proposed ITC Midwest Trail project.

**5. Contribution Toward Safety for All Transportation Modes.** How would the proposed project address the safety of all users such as those who walk, bike, drive, ride transit, or travel by other modes? To what degree will the proposed project address any existing safety needs or concerns?

The ITC Trail Project is a separated trail which connects to low volume roadways and other separated trails, minimizing safety concerns associated with vehicle traffic. The trail will provide a safer form of transportation for users looking to travel towards Robins by avoiding the surrounding high speed rural roadways.

**6. Enhancement of Statewide Tourism Benefits.** How will the proposed project enhance tourism in Iowa by attracting visitors from out-of-state? What are the economic benefits of the proposed project to the state?

The ITC West Trail project promotes a broader trail system in Eastern Iowa. The proposed trail provides development to trail linkages to the regional Cedar Valley Nature Trail as well as the existing and future local trail network. The trail will connect directly to the planned park land at the Robins Landing Development, and also connects via the Cedar Valley Nature Trail to the Troy Park Trail, the Main Street multi-use path, and the future Tower Terrace Road multi-use path extensions. The trail will begin at the green space used for stormwater detention at Wildflower Road, travel along the natural wooded area west of Hawkeye Drive, then through the proposed Robins Landing development park land to the connection at the Cedar Valley Nature Trail which provides access to numerous cultural, historical, and recreational areas.

**7. Need for the Proposed Project.** Why is the project needed in the area and what population will it serve? How will the proposed project satisfy that need? Provide adequate project justification based on existing or estimated future use of the facility. In addition to general need, please focus on how the project impacts high need areas such as low-income, transit-dependent, rural, or other areas? How will the proposed project improve the overall mobility of these areas and how has this population been engaged in the planning for the proposed project?

The trail provides bike and pedestrian access to current and existing housing developments to connect residents to nearby travel and recreational trail facilities as well as the planned Robins Landing mixed-use land development businesses and amenities. The project connects separated, rural neighborhoods to the core areas in Robins. The project facilities provide access to those who may be economically disadvantaged and older citizens by connecting through the Robins Landing development which will include medium density multi-family residential lots. The planned medium density multi-family lots are typically rented by low-income households, or rented/purchased by older citizens that are looking for a lower maintenance place of living. The proposed trail connection in this location will give these residents access to recreational amenities throughout the City and the metro area. The proposed ITC Midwest Trail alignment was developed in coordination with the community members and leaders in charge of drafting the Robins Strategic Future Growth Outline and local neighborhood residents as a preferred route to connect west areas of Robins to the proposed park at Robins Landing and the Cedar Valley Nature Trail.

**8. Improve Accessibility.** What efforts have been made to go beyond compliance with the Americans with Disabilities Act (ADA) of 1990 to ensure the proposed project will be accessible and usable by individuals with disabilities?

In addition to ADA compliance, the trail aims to provide a comfortable experience for all users. The expected alignment will be level and user friendly, and a 12' pavement width will provide ample space for cyclists and pedestrians, including those with disabilities.

**9. Long-Term Maintenance Plan.** What arrangements have been made to continue operation and maintenance of the proposed project after the project is complete? For example, has a maintenance fund or an endowment been established?

The City of Robins Public Works annual budget includes scope to maintain City parks and trails. Any trail repairs and regular maintenance will be completed by the City at least annually and as needed.

**10. Project Readiness.** Is the project ready for development? Please describe efforts taken to prepare for developing the project. How has the project sponsor prepared for the proposed project by resolving any potential obstacles? Will the project proceed without delay upon award of funding?

The City has approached ITC Midwest to review the proposed trail. The utility company identified the benefit of having a paved trail along the property to serve function as a maintenance access. The utility company has continued to be receptive to the project and there have been further discussions related to potential construction cost sharing and possible land dedication for the public access easement.

The City has incorporated the project into its local Trails Overview Map (2023) and submitted the project to the Corridor MPO Long Range Transportation Plan (LRTP). The CMPO 2050 LRTP lists the ITC Midwest Trail project in their Fiscally Constrained Plan for Trail and Bikeways Projects.

The project is now ready for Preliminary Engineering to complete an environmental clearance, formalize and finalize property acquisitions, and bid the project for construction.

**11. Public Input Process.** Please discuss the public input process that was followed and the extent to which adjacent property owners and others have been informed of the proposed project and an assessment of their acceptance. Also include discussion of any partnerships among local organizations and stakeholders that this project may help to facilitate or how these entities or individuals have contributed to the development of the project concept or have committed financial or other support to the project.

This project was originally developed by community members and leaders that oversaw drafting the City of Robins Strategic Future Growth Outline (SFGO). The SFGO is a document that has been adopted by the City of Robins City Council to guide the City for potential development and capital improvements planning. The project was conceived as

a new trail for the western residential neighborhoods in Robins to provide recreational and travel opportunities and connection to the regional Cedar Valley Nature Trail.

As City leaders continued to develop the trail alignment and plan, the local neighborhood residents were engaged to review the project concept. The project development team and residents agreed that the preferred trail alignment should follow the ITC Midwest utility property from Wildflower Road to Hawkeye Drive at the future site of the Robins Landing planned City Park.

Throughout the project development, project information will be presented at certain milestones to illustrate the progress of the project design and continue to collect public input prior to completing the Final Plan for bidding and construction.

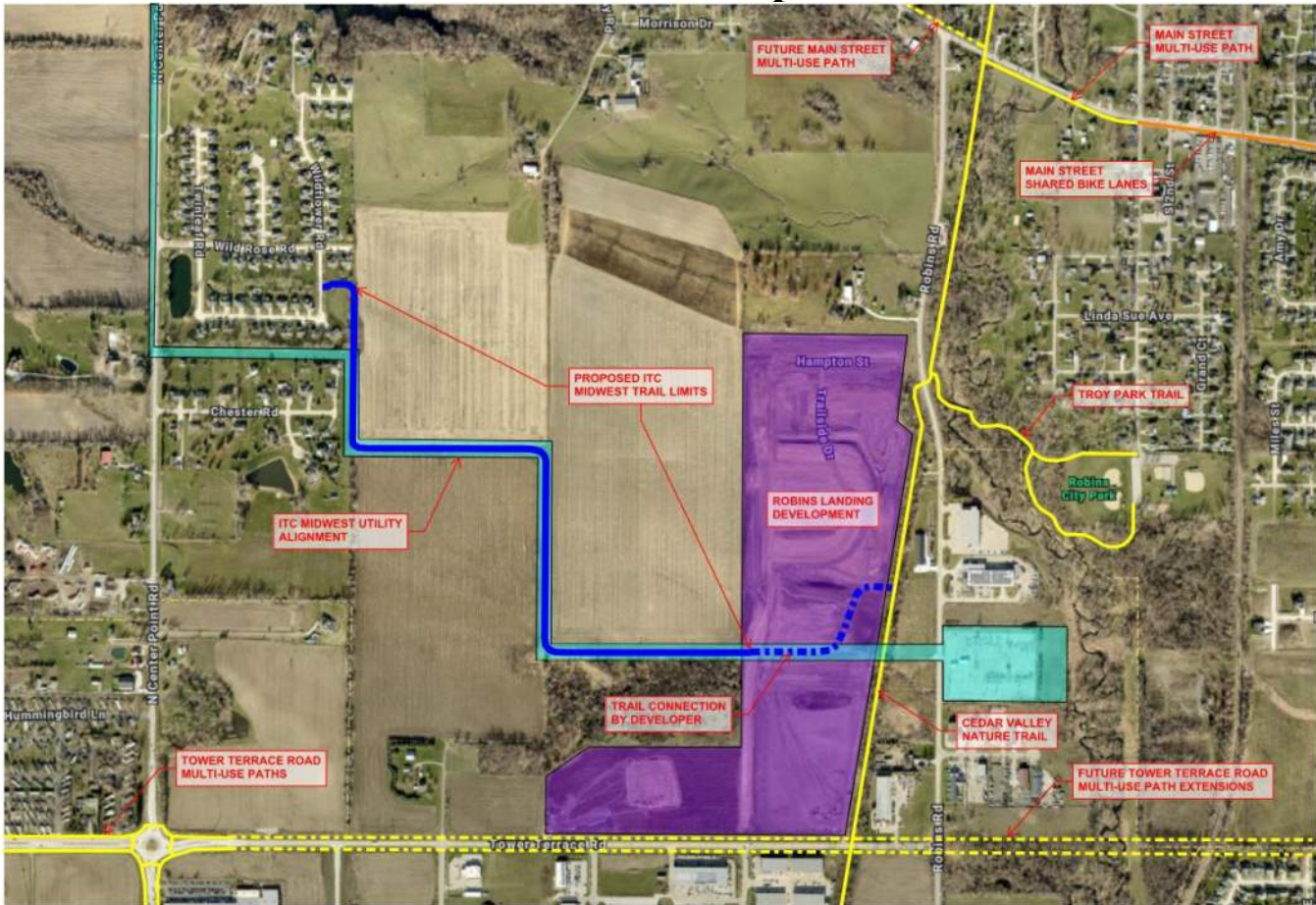
The Robins Landing development group has committed to building the trail connection from the ITC Midwest Trail to the new city park and the Cedar Valley Nature Trail via a developer's agreement. Additionally, the City of Robins has continued discussions with ITC Midwest to dedicate the necessary access easement for the public trail use as well as potential cost sharing for the construction.



## Transportation Alternatives (TA Set-Aside or TAP)

B.

### Detailed Map





C.

## Sketch Plan

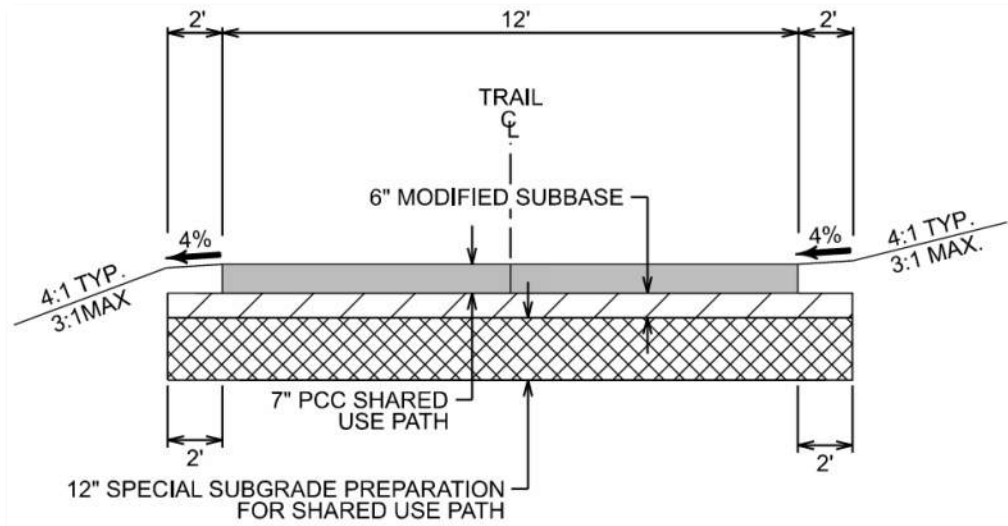


Figure 1 - Trail Typical Cross Section

**D.**

## **Digital Photographs**



**Figure 1 - Proposed ITC Midwest Trail Alignment at Wildflower Road (Looking East)**



**Figure 2 - ITC Midwest Utility Alignment at Chester Road (Looking North)**





**Figure 3 - ITC Midwest Utility Alignment at Chester Road (Looking South)**



**Figure 4 - ITC Midwest Utility Alignment South of Chester Road (Looking East)**





**Figure 5 - ITC Midwest Utility Alignment at Robins Landing Development (Looking West)**

## Itemized Breakdown

### OPINION OF PROBABLE PROJECT COSTS



**ITC MIDWEST TRAIL  
WILDFLOWER RD TO HAWKEYE DR  
ROBINS, IOWA**

ITEM #	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED PRICE
1	Grading	3000	CY	\$ 30.00	\$ 90,000.00
2	Recreational Trail, PCC, 7 in.	8200	SY	\$ 65.00	\$ 533,000.00
3	Granular Subbase	11000	SY	\$ 14.00	\$ 154,000.00
4	Special Compaction of Subgrade for Recreational Trail	61	STA	\$ 500.00	\$ 30,500.00
5	Sidewalk, PCC, 4"	40	SY	\$ 60.00	\$ 2,400.00
6	Sidewalk Removal	40	SY	\$ 10.00	\$ 400.00
7	Detectable Warnings	96	SF	\$ 50.00	\$ 4,800.00
8	Pavement Removal	280	SY	\$ 10.00	\$ 2,800.00
9	Pavement, PCC, 8"	280	SY	\$ 70.00	\$ 19,600.00
10	Drainage Culverts	60	LF	\$ 150.00	\$ 9,000.00
11	Construction Survey	1	LS	\$ 10,000.00	\$ 10,000.00
12	Mobilization	1	LS	\$ 60,000.00	\$ 60,000.00
13	Erosion Control	1	LS	\$30,000	\$ 30,000.00
14	Site Restoration	5	ACRE	\$ 7,500.00	\$ 37,500.00
Subtotal:					\$ 984,000.00
Contingency (25%):					\$ 246,000.00
<b>CONSTRUCTION TOTAL (FY25):</b>					<b>\$ 1,230,000.00</b>
Inflation (5%):					\$ 418,000.00
<b>CONSTRUCTION TOTAL (FY31):</b>					<b>\$ 1,648,000.00</b>
Acquisitions:					\$ 84,000.00
<b>Funding Request:</b>					<b>\$ 1,318,400.00</b>
<b>Local Match (20%):</b>					<b>\$ 329,600.00</b>
<u>Other Non-Participating Project Costs</u>					
Design/ Engineering (~10%):					\$ 127,000.00
Construction Inspection (~12%):					\$ 153,000.00
<b>TOTAL CITY FUNDS:</b>					<b>\$ 693,600.00</b>

## PART G – CHECKLIST AND CERTIFICATION

Before certifying the accuracy of this application, please review Section 5 of the program guidance to verify you have complied with all requirements for your application to be considered complete. The below is a list of minimum requirements to be submitted as part of a complete application for all TA Set-Aside programs; however, **applicants applying to a Regional TA Set-Aside program are encouraged to contact their local MPO or RPA for any additional requirements.**

- ☒ A. An **APPLICATION FORM** (in Word format) with all parts completed:
- ☒ B. A **DETAILED MAP** identifying the location of the project
- ☒ C. A **SKETCH PLAN** of the project, including cross section (construction projects only)
- ☒ D. **DIGITAL PHOTOGRAPHS** (limit to five)
- ☒ E. An **ITEMIZED BREAKDOWN** of the total project costs
- ☒ F. An **OFFICIAL ENDORSEMENT** of the project from the project sponsor
- ☐ G. A **LETTER OF SUPPORT** from the local byway organization board (if applicable)
- ☐ H. A **LETTER OF CONSENT TO SUBMIT** the application from the Iowa DOT District Engineer (if applicable)
- ☒ J. This **CERTIFICATION** (in PDF format) signed by an official authorized by the project sponsor
- ☒ K. A completed **MINORITY IMPACT STATEMENT** (in PDF format) as required by Iowa Code section 8.11

The undersigned is an official authorized to represent the applying organization. The person signing this document must have the authority to contractually bind the organization.

### Certification

I certify that all proposed activities will be carried out; that all grant money received will be utilized solely for the purposes for which it is intended; that records documenting the planning process and implementation will be maintained and submitted when requested, and the Iowa DOT is hereby granted access to inspect project sites and/or records.

To the best of my knowledge and belief, all information included in this application is true and accurate, including the commitment of all physical and financial resources. This application has been duly authorized by the applying organization. I understand that the attached official endorsement(s) binds the participating authority to assume responsibility for adequate maintenance of any new or improved facilities.

The award of Transportation Alternatives Set-Aside program funds; any subsequent funding or letting of contracts for design, construction, reconstruction, improvement, or maintenance; or the furnishing of materials shall not involve direct or indirect interest, prohibited by Iowa Code 314.2, 362.5, or 331.342, of any state, county, or city official, elective or appointive. Any award of funding or any letting of a contract in violation of the foregoing provisions shall invalidate the award of funding and authorize a complete recovery of any funds previously disbursed.

If funding assistance is approved for the project described in this application, I understand that an executed agreement between the applicant and the Iowa DOT is required before the project can be started, costs incurred, or such funding assistance authorized for use in implementing the project.

**Printed Name** Kelli Scott **Title** City Engineer

**Signature**  **Date** 1/9/2026



## Minority Impact Statement

Pursuant to 2008 Iowa Acts, HF 2393, Iowa Code 8.11, all grant applications submitted to the State of Iowa that are due beginning Jan. 1, 2009, shall include a Minority Impact Statement. This is the state's mechanism for requiring grant applications to consider the potential impact of the grant project's proposed programs or policies on minority groups.

**Please choose the statement(s) that pertains to this grant application. Complete all the information requested for the chosen statement(s). Submit additional pages as necessary.**

- ☒ The proposed grant project programs or policies could have a disproportionate or unique **positive** impact on minority persons.

Describe the positive impact expected from this project:

The construction of an ADA-compliant trail will provide alternative transportation opportunities to persons with mobility disabilities to parks, trails, and other adjacent amenities. Additionally, this trail will provide an alternative transportation route for persons that do not have the means or ability to operate a motor vehicle.

Indicate which groups are impacted:

- ☐ Women    ☒ Persons with a Disability    ☐ Blacks    ☐ Latinos    ☐ Asians  
☐ Pacific Islanders    ☐ American Indians    ☐ Alaskan Native Americans    ☒ Other Low income/ car-less

- ☐ The proposed grant project programs or policies could have a disproportionate or unique **negative** impact on minority persons.

Describe the negative impact expected from this project:

Present the rationale for the existence of the proposed program or policy:

Provide evidence of consultation with representatives of the minority groups impacted:

Indicate which groups are impacted:

☐ Women    ☐ Persons with a Disability    ☐ Blacks    ☐ Latinos    ☐ Asians  
☐ Pacific Islanders    ☐ American Indians    ☐ Alaskan Native Americans    ☐ Other \_\_\_\_\_

☐ The proposed grant project programs or policies are **not expected to have** a disproportionate or unique impact on minority persons.

Present the rationale for determining no impact:

I hereby certify that the information on this form is complete and accurate, to the best of my knowledge.

Name: Kelli Scott

Title: City Engineer

#### Definitions

"Minority Persons," as defined in Iowa Code 8.11, means individuals who are women, persons with a Disability, Blacks, Latinos, Asians or Pacific Islanders, American Indians, and Alaskan Native Americans.

"Disability," as defined in Iowa Code 15.102, subsection 12, paragraph "b," subparagraph (1):

b. As used in this subsection:

(1) "*Disability*" means, with respect to an individual, a physical or mental impairment that substantially limits one or more of the major life activities of the individual, a record of physical or mental impairment that substantially limits one or more of the major life activities of the individual, or being regarded as an individual with a physical or mental impairment that substantially limits one or more of the major life activities of the individual.

"*Disability*" does not include any of the following:

- (a) Homosexuality or bisexuality.
- (b) Transvestism, transsexualism, pedophilia, exhibitionism, voyeurism, gender identity disorders not resulting from physical impairments or other sexual behavior disorders.
- (c) Compulsive gambling, kleptomania, or pyromania.
- (d) Psychoactive substance abuse disorders resulting from current illegal use of drugs.

"State Agency," as defined in Iowa Code 8.11, means a department, board, bureau, commission, or other agency or authority of the State of Iowa.

**ROBINS CITY COUNCIL  
RESOLUTION NO. 0126-8**

**A RESOLUTION RELATING TO EXEMPTIONS ALLOWED BY THE CODE OF  
IOWA UNDER THE SLOUGH BILL AND OPEN PRAIRIES/FOREST COVER**

WHEREAS, Section 437.1(f) of the Code of Iowa, under the Slough Bill, allows open prairie/forest cover property tax exemptions, and

WHEREAS, the Linn County Board of Supervisors denied Slough Bill exemptions for properties located within the city limits of all cities in Linn County unless prior approval is granted by the respected city for this exemption, and

WHEREAS, Donald and Constance Wood Trusts of 600 Woodland Drive, Robins, Iowa were previously allowed the above exemption without the approval of the City, and as now required, have applied for the exemption from the City of Robins.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Robins, Iowa, that Donald and Constance Wood Trusts are hereby granted exemption of three (3) acres of open prairie/forest cover as allowed under Section 427.1(f) of the Code of Iowa.

BE IT FURTHER RESOLVED that if this property should change owners, this exemption is null and void.

Passed and approved this 19<sup>th</sup> day of January, 2026.

---

Chuck Hinz, Mayor

ATTEST:

---

Lisa Goodin, City Clerk /Treasurer

**RESOLUTION NO. 0126-9**

**A RESOLUTION APPROVING A THREE-YEAR TAX ABATEMENT FOR  
IMPROVEMENTS MADE TO PROPERTY LOCATED AT 3150 EAGLE VIEW COURT  
UNDER ORDINANCE NO. 2303 (ROBINS URBAN REVITALIZATION AREA)**

WHEREAS, the City of Robins, Iowa, adopted Ordinance No. 2303, designating all real property within the corporate limits of the City as the Robins Urban Revitalization Area pursuant to Chapter 404 of the Code of Iowa; and

WHEREAS, Ordinance No. 2303 and the corresponding Urban Revitalization Plan authorize the City Council to grant property tax abatement on eligible improvements made to real property within the designated revitalization area; and

WHEREAS, the property located at 3150 Eagle View Court, Robins, Iowa, is situated within the Robins Urban Revitalization Area; and

WHEREAS, the property owner has applied for a three-year property tax abatement on the improvements to said property in accordance with the provisions of Ordinance No. 2303 and the Urban Revitalization Plan; and

WHEREAS, the City Council of the City of Robins finds that the application is consistent with the requirements of the Urban Revitalization Plan and is in the best interests of the City and its residents.

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

1. That the application for a **three-year property tax abatement** on improvements at 3150 Eagle View Court, Robins, Iowa, is hereby approved pursuant to Ordinance No. 2303 and the Robins Urban Revitalization Plan.
2. That the City Clerk is authorized and directed to file the necessary documentation with the Linn County Assessor and Auditor to effectuate this abatement in accordance with Chapter 404 of the Code of Iowa.

Passed and approved this **19th of January, 2026**.

**CITY OF ROBINS, IOWA**

By: \_\_\_\_\_  
Chuck Hinz, Mayor

ATTEST:

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



Name of Applicant: Jhen Industries  
Address of Property: 3150 Eagle View Ct, Robins, IA  
Legal Description of Property: 1  
Address of Applicant (if different from above): \_\_\_\_\_  
Phone Number (to be reached during day): 319-693-7988  
Applicant's Email Address Steve.Smith@iowa-industrial-supply.com  
Exemption Requested: 3-year - 100% 5-year - 60/50/50/50/40%  
☒ Proposed Property Use: Commercial Industrial  
Nature of Improvements: New Construction Rehabilitation/Additions  
Additional Information: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Estimated or Actual Date of Completion: \_\_\_\_\_  
Date 1/2/2026 Stan Smith  
Signature of Applicant

\*\*\*\*\*

For office use only

CITY COUNCIL ACTION: Application: ☐ Approved ☐ Disapproved

(Reason if disapproved) \_\_\_\_\_

City Clerk \_\_\_\_\_ Date \_\_\_\_\_

ASSESSOR ACTION: Application: ☐ Approved ☐ Disapproved

Present Assessed Value \$ \_\_\_\_\_ Assessed Value w/Improvements \$ \_\_\_\_\_

Assessor \_\_\_\_\_ Date \_\_\_\_\_

SUBMIT FULLY EXECUTED DOCUMENT TO ROBINS CITY HALL,  
265 S. Second St. Robins, IA 52328

DO NOT WRITE IN SPACE ABOVE THIS LINE, RESERVED FOR RECORDER  
Prepared by and Return to: Robins City Clerk, 265 South 2<sup>nd</sup> Street, Robins, IA 52328

### Minimum Assessment Agreement

This Minimum Assessment Agreement (the "Agreement") is entered into as of 1-7-2026, by and among the CITY OF ROBINS, IOWA ("City"), Shen Industries ("Developer"), and the LINN COUNTY ASSESSOR ("Assessor").

### WITNESSETH

**WHEREAS**, on or before the date hereof the City and Developer have entered into a development agreement ("Development Agreement") regarding certain real property, described therein, ("Property") located in the City; and

**WHEREAS**, it is contemplated that pursuant to the Development Agreement, the Developer will undertake the development of an area ("Project") within the City and within the Urban Revitalization Area; and

**WHEREAS**, pursuant to Iowa Code § 404.3C, City and Developer desire to establish a minimum actual value for the land and the building(s) pursuant to this Agreement and applicable only to the Project, which shall be effective upon substantial completion of the Project and from then until this Agreement is terminated pursuant to the terms herein and which is intended to reflect the minimum actual value of the land and buildings as to the Project only; and

**WHEREAS**, the City and the Assessor have reviewed the preliminary plans and specifications for the improvements ("Improvements") which the parties contemplate will be erected as a part of the Project.

**NOW, THEREFORE**, the parties hereto, in consideration of the promises, covenants, and agreements made by each other, do hereby agree as follows:

1. Upon substantial completion of construction of the Improvements by the Developer, the minimum actual taxable value which shall be fixed for assessment purposes for the Improvements and the subdivided lot on which the Improvements are constructed shall not be less than \$ 1,800,000 (the "Minimum Actual Value") until termination of this Agreement. The parties hereto agree that construction of the Improvements will be substantially completed on or before the date set forth in the Agreement.

2. The Minimum Actual Value herein established shall be of no further force and effect, and this Minimum Assessment Agreement shall terminate on 12/31/2028. Nothing herein shall be deemed to waive Developer's rights under Iowa Code § 404.3C(2)(b), to contest that portion of any actual value assignment made by the Assessor in excess of the Minimum Actual Value established herein. In no event, however, shall the Developer seek or cause the reduction of the actual value assigned below the Minimum Actual Value established herein during the term of this Agreement. Nothing herein shall limit the discretion of the Assessor to assign at any time an actual value to the land and Improvements in excess of the Minimum Actual Value.

3. Developer agrees that it will not seek administrative review or judicial review of the applicability or constitutionality of any Iowa tax statute or regulation relating to the taxation of real property included within the Property that is determined by any tax official to be applicable to the Property or to Developer, or raise the inapplicability or constitutionality of any such tax statute or regulation as a defense in any proceedings.

4. This Agreement shall be promptly recorded by the City with the Recorder of Linn County, Iowa. The City shall pay all costs of recording.

5. Neither the preambles nor provisions of this Agreement are intended to, or shall be construed as, modifying the terms of the Development Agreement.

6. This Agreement shall inure to the benefit of and be binding upon the successors and assigns of the parties, including but not limited to future owners of the Property.

**IN WITNESS WHEREOF**, the parties have executed this Minimum Assessment Agreement by their duly authorized representatives as of the date first set forth above.

CITY OF ROBINS, IOWA

\_\_\_\_\_  
By: Chuck Hinz, Mayor

\_\_\_\_\_  
By: Lisa B. Goodin, City Clerk

Shen Industries  
Steven D. Smart  
By:

STATE OF IOWA     )  
                                  )§  
COUNTY OF LINN    )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, a Notary Public in and for the State of Iowa, personally appeared Chuck Hinz and Lisa B. Goodin, to me personally known, who being duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Robins, Iowa, a municipal corporation, created and existing under the laws of the State of Iowa, and that the seal affixed to the foregoing instrument is the seal of said municipal corporation, and that said instrument was signed and sealed on behalf of said municipal corporation by authority and resolution of its City Council, and said Mayor and City Clerk acknowledged said instrument to be the free act and deed of said municipal corporation by it and by them voluntarily executed.

\_\_\_\_\_  
Notary Public, State of Iowa

STATE OF IOWA     )  
                                  )§  
COUNTY OF LINN    )

Subscribed and sworn to before me on \_\_\_\_\_, by  
\_\_\_\_\_ as representative of \_\_\_\_\_.

\_\_\_\_\_  
Notary Public, State of Iowa



### CERTIFICATION OF ASSESSOR

The undersigned, having reviewed the plans and specifications for the improvements to be constructed and the market value assigned to the land upon which the improvements are to be constructed for the development, and being of the opinion that the minimum market value contained in the foregoing Minimum Assessment Agreement appears reasonable, hereby certifies as follows: The undersigned Assessor, being legally responsible for the assessment of the property subject to the development, upon completion of improvements to be made on it and in accordance with the Minimum Assessment Agreement, certifies that the actual value assigned to such land, building and equipment upon completion of the development shall not be less than \_\_\_\_\_ dollars (\$ \_\_\_\_\_) until termination of this Minimum Assessment Agreement pursuant to the terms hereof.

Assessor, Linn County, Iowa

\_\_\_\_\_

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

STATE OF IOWA    )  
                          )§  
COUNTY OF LINN )

Subscribed and sworn to before me on \_\_\_\_\_ by Jerry Witt, Assessor for Linn County, Iowa.

\_\_\_\_\_  
Notary Public, State of Iowa

[Type here]

**ROBINS CITY COUNCIL  
RESOLUTION NO. 0126-10**

**A RESOLUTION APPROVING THE APPOINTMENT OF MICHAEL KITSMILLER AS  
INTERIM POLICE CHIEF FOR THE CITY OF ROBINS, IOWA**

WHEREAS, the position of Police Chief for the City of Robins, Iowa, will become vacant due to the resignation of the current Police Chief; and

WHEREAS, the City Council of the City of Robins desires to ensure continuity of leadership and operations within the Robins Police Department during the transition period; and

WHEREAS, Michael Kitsmiller possesses the experience, qualifications, and professional background necessary to serve as Interim Police Chief; and

WHEREAS, the City Council of the City of Robins finds that the appointment of Michael Kitsmiller as Interim Police Chief is in the best interests of the City and its residents; and

WHEREAS, the appointment is intended to be temporary in nature and subject to the terms and conditions as described in the “Independent Contractor Agreement for City of Robins” (Exhibit A).

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

That Michael Kitsmiller is hereby appointed as Interim Police Chief for the City of Robins, Iowa, effective January 12, 2026.

That the Mayor is authorized to execute, and the City Clerk/Treasurer is authorized to attest to, any agreements or documents necessary to effectuate this appointment consistent with City Council approval.

Passed and approved this 19th day of January, 2026.

CITY OF ROBINS, IOWA

By: \_\_\_\_\_  
Chuck Hinz, Mayor

ATTEST:

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

## EXHIBIT A

### INDEPENDENT CONTRACTOR AGREEMENT FOR CITY OF ROBINS, IOWA

THIS INDEPENDENT CONTRACTOR AGREEMENT ("Agreement") made and entered into this day of \_\_\_\_\_, 2026, by and between the City of Robins, Iowa (hereinafter referred to as "City") and Michael Kitsmiller (hereinafter referred to as the "Contractor"), for and in consideration of the mutual covenants and agreements contained herein, agree as follows:

WHEREAS, the City desires to enter into an independent contract agreement with Contractor to serve as interim police chief and perform the duties associated with such position pursuant to the City Code and job description; and

WHEREAS, Contractor desires to serve as an independent contractor providing police chief duties pursuant to the City Code and job description to the City; and

#### IT IS AGREED BY AND BETWEEN THE PARTIES AS FOLLOWS:

1. **Payment.** In consideration of the services to be prepared by Contractor, the City agrees to pay Contractor at the rate of \$75.00 per hour, not to exceed \$18,000.00 over the duration of this Agreement unless otherwise agreed in writing by the parties. Contractor shall sign and submit an invoice to the City Clerk at the end of each month. Invoices shall include the dates covered by the invoice and a summary of the work performed. Invoices shall be approved by the City Council and following approval, payment shall be made to Contractor.
2. **Expenses.** The City agrees to provide Contractor with access to its technology systems as necessary to perform Contractor's duties under this Agreement. The City also agrees to provide Contractor with a City-owned device to access its technology systems.

Other than these items, Contractor shall be responsible for all expenses incurred while performing services under this Agreement including vehicle expenses for Contractor's vehicle driving to and from work, vehicle maintenance and repair costs for Contractor's vehicle driving to and from work, vehicle license fees and permits for Contractor's vehicle driving to and from work, insurance premiums, including liability insurance and workers' compensation insurance, fuel for Contractor's vehicle driving to and from work, fines, cell phone expenses, internet expenses, and meals.

3. **Independent Contractor Status.** Contractor is an independent contractor. Contractor shall not be deemed the City's employee. In Contractor's capacity as an independent contractor, Contractor agrees and represents, and the City agrees, as follows:
  - Contractor has the right to perform services for others during the term of this Agreement.

## EXHIBIT A

- Contractor has the sole right to control and direct the means, manner, and method by which the services required by this Agreement will be performed. Contractor shall select the routes taken, starting and quitting times, days of work, and order the work is performed.
- The services required by this Agreement shall be performed by Contractor.
- The Contractor shall not receive any training from the City in the professional skills necessary to perform the services required by this Agreement.
- The Contractor shall not be required by the City to devote full time to the performance of the services required by this Agreement.
- Because of the nature of the work and the statutory requirements of the City and State Code, Contractor does not have the right to assign the duties of police chief to assistants as subcontractors or to use employees to provide the services required by this Agreement.

5. **Contractor's Duties.** That the duties of the Contractor shall include, but not be limited to, the following:

- Contractor shall perform the duties of Interim Police Chief, including but not limited to administrative oversight, staff scheduling, policy updates, staff development, and assistance with the recruitment and interview process for a permanent full-time Police Chief. Contractor shall not be required to patrol.
- Contractor shall work approximately twenty (20) hours per week, recognizing that actual hours may vary based on departmental needs.

6. **Compliance with Federal, State, and Local Laws.** Contractor represents and warrants that Contractor and contract personnel will comply with all federal, state, and local laws, including any licenses, permits, or certificates required to carry out the services to be performed under this Agreement.

7. **State and Federal Taxes.** Contractor shall pay all taxes incurred while performing services under this Agreement, including all applicable state and federal income taxes and, if Contractor is not a corporation, self-employment (Social Security) taxes. Contractor shall be responsible for all necessary taxes for any employees or contract personnel hired by Contractor. The City shall not withhold FICA (Social Security and Medicare) taxes, state income taxes, or federal income taxes from payments to Contractor. The City shall not make FICA payments on behalf of Contractor.

8. **Fringe Benefits.** Contractor is not eligible to participate in any employee pension, health, vacation pay, sick pay, or other fringe benefit plan of the City.

9. **Unemployment Compensation.** The City shall make no state or federal unemployment compensation payments on behalf of Contractor. Contractor shall

EXHIBIT A

not be entitled to unemployment compensation benefits in connection with work performed under this Agreement.

10. **Workers' Compensation Insurance.** The City shall not obtain workers' compensation insurance on behalf of Contractor.
16. **Damages.** The Contractor shall use reasonable care to avoid damaging existing City infrastructure and property while acting in the scope of its duties. All damages to City infrastructure and/or property shall be immediately reported to the City Manager. Depending on the facts and circumstances of the damage, the Contractor may be liable for the cost of repair or replacement.
17. **Indemnification.** Contractor shall indemnify and hold the City harmless from any loss or liability arising from performing services under this Agreement.
18. **Terms of Agreement.** This Agreement will become effective on January 9, 2026 and shall terminate on April 9, 2026, unless the parties extend the agreement in writing or terminate the Agreement with ten (10) days' written notice from either party unless terminated earlier under Paragraph 19.
19. **Terminating the Agreement.** The City may terminate this Agreement immediately upon giving written notice for reasonable cause, including a material violation of this Agreement or any act exposing the City to liability to others.
20. **Complete Agreement.** This is the entire Agreement between Contractor and the City.
21. **Modifying the Agreement.** This Agreement may be modified only by a writing signed by both parties.
22. **Jurisdiction.** The parties consent to the jurisdiction of the courts of the State of Iowa for the enforcement of any and all provisions of this Agreement, both now and in the future.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the \_\_\_\_\_ day of \_\_\_\_\_, 2026.

CITY OF ROBINS

ATTEST:

\_\_\_\_\_

\_\_\_\_\_

**EXHIBIT A**

INDEPENENT CONTRACTOR

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Michael Kitsmiller

**CITY OF ROBINS, IOWA**  
**CITY COUNCIL RESOLUTION NO. 0126-11**

**A RESOLUTION APPROVING THE APPOINTMENT OF MICHAEL FOLEY AS MAYOR PRO TEM AND  
AUTHORIZING CHECK ENDORSEMENT AND OTHER POWERS AS ALLOWED BY LAW**

WHEREAS, Chapter 16 of the Code of Ordinances of the City of Robins, Iowa, provides for the appointment of a Mayor Pro Tem to serve as Vice President of the City Council and to perform the duties of the Mayor in the Mayor's absence or inability to act; and

WHEREAS, the Mayor has appointed Council Member Michael Foley to serve as Mayor Pro Tem for the City of Robins; and

WHEREAS, it is necessary and in the best interest of the City to formally approve said appointment and to authorize the Mayor Pro Tem to exercise the powers and duties of the office as provided by law and City ordinance; and

WHEREAS, the City Council desires to specifically authorize the Mayor Pro Tem to endorse checks drawn on the City's Community Savings Bank checking account ending in x0753, and to exercise all other powers allowable under Chapter 16 of the Code of Ordinances and applicable provisions of Iowa law.

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

SECTION 1. The appointment of Michael Foley as Mayor Pro Tem for the City of Robins is hereby approved.

SECTION 2. Michael Foley, in his capacity as Mayor Pro Tem, is authorized to endorse checks written on the City of Robins Community Savings Bank checking account ending in x0753.

SECTION 3. The Mayor Pro Tem shall have and may exercise all powers, duties, and authority granted to the Mayor Pro Tem under Chapter 16 of the Code of Ordinances of the City of Robins and applicable provisions of the Code of Iowa, subject to the limitations therein.

SECTION 4. This Resolution shall be in full force and effect from and after its adoption and publication as required by law.

PASSED AND ADOPTED by the City Council of the City of Robins, Iowa, this 19th day of January, 2026.

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Chuck Hinz, Mayor

ATTEST:

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Lisa Goodin, City Clerk/Treasurer

**ROBINS CITY COUNCIL  
CITY COUNCIL RESOLUTION NO. 0126-12**

**A RESOLUTION APPROVING AN AGREEMENT FOR PROFESSIONAL SERVICES  
WITH HEARTLAND RELAY, INC.**

WHEREAS, the City of Robins, Iowa (“City”) requires ongoing information technology support, cybersecurity services, and modernization planning to ensure the reliable, secure, and efficient operation of City systems; and

WHEREAS, Heartland Relay, Inc., an Iowa corporation, has submitted an Agreement for Professional Services to provide IT Support and Modernization Services to the City, including Microsoft 365 administration, cybersecurity services, data backup and recovery, help desk support, disaster recovery planning, and related professional services; and

WHEREAS, the proposed Agreement provides for a one (1) year initial term, with the option for renewal upon mutual written agreement of the parties; and

WHEREAS, the Agreement establishes compensation in the amount of One Thousand Two Hundred Fifty Dollars (\$1,300.00) per month, which includes up to ten (10) hours of support services per month, with additional services billed at One Hundred Dollars (\$100.00) per hour; and

WHEREAS, the City Council has reviewed the Agreement and finds that entering into said Agreement is in the best interests of the City of Robins.

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

1. The Agreement for Professional Services between the City of Robins, Iowa, and Heartland Relay, Inc., substantially in the form presented to the City Council, is hereby approved.
2. The Mayor is hereby authorized and directed to execute the Agreement on behalf of the City, and the City Clerk/Treasurer is authorized to attest to the execution thereof.
3. The Mayor, City Clerk/Treasurer, and City staff are further authorized to take such actions as are necessary to carry out the intent and purpose of this Resolution.

PASSED AND APPROVED by the City Council of the City of Robins, Iowa, on the 19th day of January, 2026.

**CITY OF ROBINS, IOWA**

By: \_\_\_\_\_  
Chuck Hinz, Mayor

ATTEST:

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



# IT Support & Modernization Services Agreement

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This IT Support & Modernization Services Agreement (“Agreement”) is entered into by and between the City of Robins, Iowa, a municipal corporation (“City”), and Heartland Relay, Inc., an Iowa corporation (“Provider”).

Effective Date: \_\_\_\_\_, 2026 (“Effective Date”).

## 1. Term and Renewal

This Agreement shall commence on the Effective Date and shall continue for an initial term of one (1) year. Upon expiration of the initial term, this Agreement may be renewed for successive one (1) year terms upon mutual written agreement of both parties.

## 2. Scope of Services

Provider shall provide IT support and modernization services for the City of Robins including, but not limited to, the following:

### Microsoft 365 Migration & Management

- Approximately 12 full Microsoft 365 G3 accounts and 12 email-only accounts
- Licensing configuration and tenant setup
- Migration of email, calendars, and contacts
- Configuration of Teams, OneDrive, and SharePoint
- Mobile device policies (MDM/MAM)
- Ongoing Microsoft 365 administration

### Cybersecurity Services

- Deployment and management of CrowdStrike Falcon (State of Iowa provided)
- Multi-Factor Authentication enforcement
- Conditional Access policies
- Vaultwarden password management system
- CJIS-aware security practices for Police Department systems

### Remote Access & Digital Files

- Secure staff access to documents via SharePoint and OneDrive
- Public access to ordinances and city codes
- Cloud-based digital archives with read-only access

#### Data Backup & Recovery

- Snapshot-based backups
- Immutable, read-only backup storage
- Off-site replication
- Quarterly restore testing
- Backup documentation

#### Help Desk Support

- City Hall: 7 desktops, 5 laptops
- Police Department: 3 desktops (CJIS compliant)
- Public Works: 1–2 desktops, 1–2 laptops, future tablets as needed
- Remote and on-site support
- Hardware and software troubleshooting
- User account management

#### Disaster Recovery Planning

- Cyberattack response planning
- Natural disaster recovery planning
- Written Disaster Recovery Plan
- Annual DR review and testing
- Updated contact tree and runbooks

#### Security Camera Systems

- City Hall: 4 cameras
- Public Safety areas: 8 cameras
- East Knoll Park: 5 cameras
- South Troy Park: 10 cameras
- NVR management, storage monitoring, and firmware updates

#### Server Support & Maintenance

- City Hall server
- Police Department servers (2)
- Security camera servers/NVRs
- Patch management, monitoring, documentation, and backup integration

#### Budgeting & Long-Term Planning

- Five-year Capital Improvement Planning (CIP)
- Annual technology review and budget support

#### Managed Cloud-Based Phone Service

- Include Basic Local and Long Distance Service for City Hall, PD, FD, and Public Works non-emergency numbers, including the ability to call 911 in an emergency.

- Does not include hosting a Public Service Answering Point (PSAP) to take inbound 911 calls for the Robins Jurisdiction, which are currently handled by the Cedar Rapids/Linn County Joint ~~Communications~~Communications Center.

### 3. Fees and Payment

The City shall pay Provider a monthly retainer of ~~One Thousand Three Hundred One Thousand Two Hundred Fifty~~ Dollars (\$~~1,250~~1,300), which includes up to ten (10) hours of support services per month. Additional services exceeding the included hours shall be billed at One Hundred Dollars (\$100) per hour.

Provider shall invoice monthly on or about the 1st of the Month for that calendar month and also include any excess charges incurred in prior months. For example, the invoice issued on March 1, 2026 will cover the retainer fee for March 2026 plus any additional charges incurred during February 2026. Payment is due within thirty (30) days of invoice date.

### 4. Service Level Expectations

Provider shall make commercially reasonable efforts to meet the following response targets as defined in the proposal document:

Critical issues:

- Initial response within 1 hour, target same-day resolution of issue.
- Includes Server outage, Police RMS down, security event, or and an event where all employees are unable to work.

High priority issues:

- Initial response within 2 hours, final resolution within 1–2 days
- Includes situations where multiple staff are unable to work.

Medium priority issues:

- Initial response within 4 hours, final resolution within 2–3 days
- Includes issues with individual works stations or devices.

Low priority issues:

- Initial response within 1 business day. Resolution as agreed upon.
- Includes Upgrades, Meeting Requests, Future Project Discussions, and Staff/Equipment Additions.

## 5. Termination

Either party may terminate this Agreement for convenience upon thirty (30) days written notice. The City may terminate immediately for cause.

## ~~6. Limitation of Liability~~

~~Provider's total liability shall not exceed the total fees paid during the twelve (12) months preceding the event giving rise to the claim, to the fullest extent permitted by Iowa law.~~

## ~~7~~6. Independent Contractor

Provider is an independent contractor and not an employee or agent of the City. Provider shall provide a Certificate of Insurance proving that Provider has General Liability insurance with coverage of at least \$1 million per occurrence/\$3 million aggregate prior to beginning any work for the City.

## 7. Indemnification

Provider agrees to indemnify and hold harmless the City, its employees, officers, officials, and agents from any liability, loss or damage they may suffer as a result of claims, demands, costs or judgments against them arising out of the activities to be carried out pursuant to the obligations of this Agreement.

## 8. Governing Law

This Agreement shall be governed by the laws of the State of Iowa.

## 9. Modifying the Agreement

This Agreement may only be modified in writing signed by both parties.

## 10. Complete Agreement

This is the entire Agreement between the City and the Provider.

## 11. Jurisdiction

The parties consent to the jurisdiction of the courts of the State of Iowa for the enforcement of any and all provisions of this Agreement, now and in the future.

## **12. Separability**

If any provision, or any provision of this Agreement is held unconstitutional, invalid, or unenforceable, the remainder of this Agreement shall remain in full force and effect.

## **9. Signatures**

CITY OF ROBINS, IOWA

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

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

HEARTLAND RELAY, INC.

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

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

### **Licensing Responsibility**

All software licensing, including but not limited to Microsoft 365 accounts, email services, and other third-party subscriptions, shall be purchased, owned, and paid for directly by the City. Provider does not resell or bundle software licenses. Provider's role is limited to migration, configuration, administration, and support of City-owned licenses.

### **Hardware Ownership and Replacement**

All servers, storage devices, network equipment, security cameras, desktop computers, laptops, tablets, phones, and related hardware are owned by the City. Provider does not provide or include hardware as part of this Agreement.

In the event of hardware failure, damage, or end-of-life replacement, including but not limited to server hard drives, cameras, computers, or phone equipment, the City shall be responsible for the cost of repair or replacement. Provider may assist with diagnosis, sourcing recommendations, installation, and configuration as support services.

### **Force Majeure**

Provider shall not be liable for failure or delay in meeting response times or performance obligations due to events beyond its reasonable control, including but not limited to acts of God, severe weather, natural disasters, power outages, telecommunications failures, governmental actions, or other emergency conditions. During such events, Provider shall make reasonable efforts to resume services as conditions permit.

## ORDINANCE NO. 2601

### AN ORDINANCE AMENDING CHAPTER 155, BUILDING CODE, OF THE ROBINS MUNICIPAL CODE, ROBINS, IOWA

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.** Chapter 155 of the Code of Ordinances is amended by deleting the same and inserting in lieu thereof the following:

#### CHAPTER 155

#### BUILDING CODE

155.01 International Building Code Adopted  
155.02 Amendments to the Building Code  
155.03 Name of Jurisdiction  
155.04 Work Exempt from Permit  
155.05 Expiration  
155.06 Schedule of Permit Fees  
155.07 Valuation  
155.08 Re-inspection Fees  
155.09 Certificate of Occupancy  
155.10 Board of Appeals  
155.11 Violations and Penalties  
155.12 Townhouse  
155.13 Design Criteria  
155.14 Roof Tie Uplift Resistance  
155.15 Design and Construction  
155.16 Exterior Walls  
155.17 Two-Family Dwellings  
155.18 Opening Protection  
155.19 Fire Protection of Floors  
155.20 Glazing Adjacent to Doors

155.21 Frost Protection of Landings at Doors  
155.22 Handrail Continuity  
155.23 Repeal of Section (Window Fall Protection)  
155.24 Automatic Fire Sprinkler Systems  
155.25 Swimming Pool Drainage Systems  
155.26 Chimney Enclosures  
155.27 Repeal Chapter 11 Energy Efficiency  
155.28 Stairs and Exits  
155.29 Fire Alarms Group R-2  
155.30 Accessibility Standard  
155.31 Repeal of Exception ("This Door To Remain Unlocked")  
155.32 Fuel Gas Piping  
155.33 Radon Control Methods  
155.34 Exception (Backwater Valve)  
155.35 Frost Closure  
155.36 Slab on Grade Foundations  
155.37 Foundation Drainage Systems  
  
155.38 Code on File  
155.39 Condominium Conversions

**155.01 INTERNATIONAL CODES ADOPTED.** Except as hereinafter added to, deleted, modified or amended, there is hereby adopted as the Building Code of the City that certain Building Code known as the *International Building Code, 2024 Edition* (IBC) and *International Residential Code, 2024 Edition* (IRC), first printings, including Appendix K, Administrative Provisions of the IBC, and Appendix BE, Radon Control Methods of the IRC, as well as the *International Swimming Pool and Spa Code* (ISPSC), *2024 Edition*, and the *International Existing Building Code* (IEBC) as prepared and edited by the International Code Council, Inc.; and the provisions of said Building Code shall be controlling in the construction of buildings and other structures and in all matters covered by said Building Code within the corporate limits of the City and shall be known as the Robins Building Code.



**(Note) Interpretations of the building official may be guided by publications of the International Code Council, Inc.**

**155.02 AMENDMENTS TO THE BUILDING CODE.** Certain sections and portions of sections of the *International Building Code, 2024 Edition* and *International Residential Code, 2024 Edition*, are hereby amended, deleted, modified, or added to as more specifically set forth in the following sections of this chapter.

**155.03 NAME OF JURISDICTION.** The Robins Building Code is hereby amended by inserting “City of Robins” as the name of jurisdiction into Section 101.1 of the *International Building Code, 2024 Edition*, and Section R101.1 of the *International Residential Code, 2024 Edition*, Section 101.1 of the *International Swimming Pool and Spa Code, 2024 Edition* and Section 101.1 of the *International Existing Building Code 2024 edition*.

**155.04 WORK EXEMPT FROM PERMIT.**

The Robins Building Code is hereby amended by adding a new numbered item to Section R105.2 of the *International Residential Code, 2024 Edition*, as follows:

Building:

11. Unenclosed residential dwelling unit platforms or decks not exceeding 200 square feet, that are not more than 30 inches above grade at any point, are not over any basement or story, are not supporting a roof or unusual loads.

IRC decks. The Robins Building Code is hereby amended by repealing Section R105.2 Building: Exception #10 of the *International Residential Code, 2024 Edition*, and by replacing said exception with a new exception, as follows:

Building:

10. Unenclosed platforms or decks not exceeding 200 square feet, that are not more than 30 inches above grade at any point, measuring 36” out horizontally are not over any basement or story, are not supporting a roof or unusual loads, and do not serve the exit door required by Section R318.2.

**155.05 EXPIRATION.** The Robins Building Code is hereby amended by adding a new Section 105.5.1 to the *International Building Code, 2024 Edition* and a new Section R105.5.1 to the *International Residential Code, 2024 Edition*, as follows:

105.5.1 EXPIRATION. Every building permit issued under the provisions of the Code shall expire twelve (12) months from the date of issue, unless the application is accompanied by a construction schedule of specific longer duration, in which instance the permit may be issued for the term of the construction schedule. If the work has not been completed by the expiration date of the permit, no further work shall be done until the permit shall have been renewed by the owner or his or her agent and by payment of the renewal fee as set forth in Table 3-A SCHEDULE OF FEES as adopted by resolution of the Robins City Council and provided no changes have been made in plans or location. No permit shall be renewed more than once.

**155.06 SCHEDULE OF PERMIT FEES.** The Robins Building Code is hereby amended by repealing Section 109.2 of the *International Building Code, 2024 Edition*, and Section R108.2 of the *International Residential Code, 2024 Edition*, and by replacing said sections with a new section, as follows:

109.2/R108.2 SCHEDULE OF PERMIT FEES. On buildings, structures or alterations requiring a permit, a fee for each permit shall be paid as set forth in Table 3-A BUILDING PERMIT and INSPECTION FEE SCHEDULE as adopted by resolution.

**155.07 VALUATION.** The Robins Building Code is hereby amended by adding a new Section 109.3.1 to the *International Building Code, 2024 Edition* and Section R108.3.1 to the *International Residential Code, 2024 Edition*, as follows:

109.3.1/R108.3.1 VALUATION. Valuation for the purpose of establishing permit fees for new construction, additions or alterations to existing buildings shall be determined by the Building Official from the ROBINS VALUATION SHEET as adopted by resolution of the City of Robins City Council.

**155.08 REINSPECTION FEES.** The Robins Building Code is hereby amended by adding a new Section 109.7 to the *International Building Code, 2024 Edition* and Section R108.7 to the *International Residential Code, 2024 Edition*, as follows:

109.7/R108.7 RE-INSPECTIONS. A re-inspection fee may be assessed for each inspection or reinspection when such portion of work for which inspection is called is not complete or when corrections called for are not made.

This section is not to be interpreted as requiring re-inspection fees the first time a job is rejected for failure to comply with requirements of this code, but as controlling the practice of calling for inspections before the job is ready for such inspection or re-inspection.

Re-inspection fees may be assessed when the inspection card is not posted or otherwise available on the work site, the property and building address are not properly posted, the approved plans are not readily available to the inspector, for failure to provide access on the date for which inspection is requested, or for deviating from plans requiring the approval of the Building Official.

**155.09 CERTIFICATE OF OCCUPANCY.** The Robins Building Code is hereby amended by repealing Section 111.2 Number (3) of the *International Building Code, 2024 Edition* and Section R110.2 Number (3) of the *International Residential Code, 2024 Edition* and leaving said section numbers (3) blank.

**155.10 BOARD OF APPEALS.** The Robins Building Code is hereby amended by repealing Section 113.1 of the *International Building Code, 2024 Edition*, and Section R112.1 of the *International Residential Code, 2024 Edition*, and by replacing said sections with new sections, as follows:

113.1/R112.1 GENERAL. In order to hear and decide appeals of orders, decisions or determinations made by the Building Official relative to the application and interpretation

of this Code, there shall be and is hereby created a Board of Appeals, consisting of the members of the Construction Codes Review Board. The Building Official or designated representative shall be an ex-officio member without a vote and shall act as secretary of the Board.

The Board shall adopt reasonable rules and regulations for conducting its investigations and shall render all decisions and findings in writing to the Building Official with a duplicate copy to the appellant and may recommend to the City Council such new legislation as is consistent therewith. The Board shall hold a regular meeting on the fourth Tuesday of each month unless there are no appeals or business on file for a hearing.

Nominal appeal fee to the Board of Appeals shall be paid as set forth in Table 3-A SCHEDULE OF FEES as adopted by resolution of the City Council. The appeal shall be valid for one (1) year from the date of the Board approval to the commencement of work and to the completion of work undertaken pursuant to the approval.

**155.11 VIOLATIONS AND PENALTIES.** The Robins Building Code is hereby amended by repealing Section 114.4 of the *International Building Code, 2024 Edition*, and Section R113.4 of the *International Residential Code, 2024 Edition*, and by replacing said sections with new sections, as follows:

114.4/R113.4 VIOLATIONS AND PENALTIES. Any person, firm or corporation violating any of the provisions of this Code shall be deemed guilty of a misdemeanor, and each such person shall be deemed guilty of a separate offense for each and every day or portion thereof during which any violation of any provisions of this Code is committed, continued, or permitted and upon conviction of any such violations such person shall be punished in a manner provided in Chapter 3 of the Code of Ordinances.

**155.12 TOWNHOUSE.** The Robins Building Code is hereby amended by repealing the definition of Townhouse in Section 202 of the *International Building Code, 2024 Edition*, and *International Residential Code, 2024 Edition*, and inserting in lieu thereof the following:

TOWNHOUSE. A single-family dwelling unit constructed in a group of two or more townhouse units as defined in the International Residential Code.

**155.13 DESIGN CRITERIA.** The Robins Building Code is hereby amended by inserting climate and geographical design criteria into Table R301.2 of the *International Residential Code, 2024 Edition* as follows:

Ground Snow Load	Wind Speed Mph	Topo. Special Wind	Seismic Design Category	Subject To Damage From				Winter Design Temp	Ice Shield Underlayment Required	Flood Hazards		Air Freezing Index	Mean Annual Temp
				Weathering	Frost Line Depth	Termite	Decay			NFIP Adoption	FIRM Maps		
36 PSF IRC RCII	109	NO	A	Severe	42"	Moderate- Heavy	Slight- Moderate	-5 F	YES	1982	7/20/21	1784	48.9

**155.14 ROOF TIE UPLIFT RESISTANCE.** The Robins Building Code is hereby amended by repealing R802.11 of the *International Residential Code, 2024 Edition* and by

replacing said section with a new Section R802.11 as follows:

**R802.11 ROOF-TO-WALL UP-LIFT RESISTANCE.** Connections for residential structures, the intersection of roof framing with the wall below shall be strengthened by adding metal connectors, clips, straps, or fasteners in addition to the requirements of Sections R802.11.1, R802.11.2, R802.11, and the exceptions listed for using Table R602.3(1).

**155.15 R602.3 DESIGN AND CONSTRUCTION.** The Robins Building Code is hereby amended by repealing in its entirety R602.3 of the *International Residential Code, 2024 Edition*, and by replacing said section with a new Section R602.3 as follows:

**R602.3 DESIGN AND CONSTRUCTION.** Exterior walls of wood-frame construction shall be designed and constructed in accordance with the provisions of this chapter and Figures R602.3(1) and R602.3(2), or in accordance with AWC NDS. Components of exterior walls shall be fastened in accordance with Tables R602.3(1) through R602.3(4). Wall sheathing shall be fastened directly to framing members and, where placed on the exterior side of an exterior wall, shall be capable of resisting the wind pressures listed in Table R301.2.1(1) adjusted for height and exposure using Table R301.2.1(2) and shall conform to the requirements of Table R602.3(3). Installation of foam sheathing used as exterior wall covering shall only be installed with structural wall sheathing. Wall sheathing used only for exterior wall covering purposes shall comply with Section R703.

Studs shall be continuous from support at the sole plate to a support at the top plate to resist loads perpendicular to the wall. The support shall be a foundation or floor, ceiling or roof diaphragm or shall be designed in accordance with accepted engineering practice.

Exception: Jack studs, trimmer studs and cripple studs at openings in walls that comply with Tables R602.7(1) and R602.7(2).

**155.16 EXTERIOR WALLS.** The Robins Building Code is hereby amended by repealing Section R302.1 Exception 2. of the *International Residential Code, 2024 Edition* and by replacing said Exception with a new Exception 2. as follows:

Exception 2. Fire separation distance based on an imaginary line between two buildings on the same lot shall not apply to walls separating dwellings from their accessory structures.

**155.17 TWO-FAMILY DWELLINGS.** The Robins Building Code is hereby amended by repealing in its entirety Section R302.3 of the *International Residential Code, 2024 Edition* and by replacing said section with a new Section R302.3 as follows:

**R302.3 TWO-FAMILY DWELLINGS.** Dwelling units in two-family dwellings shall be constructed as townhouses and shall be separated from each other with wall assemblies in compliance with Section R302.2 or shall be constructed as a two-unit dwelling in compliance with the International Building Code.

EXCEPTION: Wall assemblies separating two-unit townhouses need not extend through

attic spaces when the ceiling is protected by not less than 5/8-inch Type X gypsum board and an attic draft stop constructed as specified in Section R302.12.1 is provided above and along the wall assembly separating dwellings. The structural framing supporting the ceiling shall also be protected by not less than ½ inch gypsum board or equivalent.

**155.18 OPENING PROTECTION.** The Robins Building Code is hereby amended by repealing Section R302.5.1 of the *International Residential Code, 2024 Edition* and by replacing said section with a new Section R302.5.1 as follows:

R302.5.1 OPENING PROTECTION. Openings from a private garage directly into a room used for sleeping purposes shall not be permitted. Other openings between the garage and residence shall be equipped with solid wood doors not less than 1 3/8 inches in thickness, solid or honeycomb-core steel doors not less than 1 3/8 inches thick, or 20-minute fire-rated doors. Door hardware shall be of a latching type.

**155.19 FIRE PROTECTION OF FLOORS.** The Robins Building Code is hereby amended by repealing Section R302.13 of the *International Residential Code, 2024 Edition* and leaving said section blank.

**155.20 GLAZING ADJACENT TO DOORS.** The Robins Building Code is hereby amended by repealing Section 324.4.2 of the *International Residential Code, 2024 Edition* and by replacing said section with a new Section 324.4.2 as follows:

324.4.2 GLAZING ADJACENT TO DOORS. Glazing in an individual fixed or operable panel adjacent to a door where the nearest vertical edge of the glazing is within a 24-inch arc of either vertical edge of the door in a closed position and where the bottom exposed edge of the glazing is less than 60 inches above the floor or walking surface shall be considered to be a hazardous location.

Exceptions:

1. Decorative glazing.
2. Where there is an intervening wall or other permanent barrier between the door and the glazing.
3. Where access through the door is to a closet or storage area 3 feet or less in depth. Glazing in this application shall comply with Section R308.4.3.
4. Glazing that is adjacent to the fixed panel of patio doors.

**155.21 FROST PROTECTION OF LANDINGS AT DOORS.** The Robins Building Code is hereby amended by adding a Section 1010.1.5.1 of the *International Building Code, 2024 Edition* as follows:

1010.1.5.1 The Robins Building Code is hereby amended by repealing section 1809.5.1 of the International Building Code 2024 addition and replacing it with 1809.5.1 as follows.

EXTERIOR landings at doors shall be provided with frost protection regardless of door swing.

**155.22 HANDRAIL CONTINUITY.** The Robins Building Code is hereby amended by adding a new Exception #3 to Section R320.5 of the *International Residential Code, 2024 Edition*, and a new Exception # 6 to 1014.4 as follows:

R320.5 EXCEPTION 3. Offsets or interruptions of six inches or less in total length shall be considered to be continuous.

1014.4 EXCEPTION 6. Handrails within a dwelling unit or serving an individual dwelling unit may have offsets or interruptions of six inches or less in total length and shall be considered, for the purpose of this code, to be continuous.

**155.23 REPEAL OF SECTION (WINDOW FALL PROTECTION).** The Robins Building Code is hereby amended by repealing in its entirety Section R321.2 of the *International Residential Code, 2024 Edition*, and leaving said sections blank.

**155.24 AUTOMATIC FIRE SPRINKLER SYSTEMS.** The Robins Building Code is hereby amended by repealing Section R309 of the *International Residential Code, 2024 Edition*, and by replacing said section with a new section, as follows:

## **SECTION R309**

### **AUTOMATIC FIRE SPRINKLER SYSTEMS**

**R309. 1 Townhouse automatic fire sprinkler systems.** An automatic residential fire sprinkler system shall be installed throughout all attached townhouse dwelling units when any of the following conditions exist:

1. The townhouses are constructed in a group of more than four attached units.
2. Any individual townhouse dwelling unit of a structure with four or fewer attached townhouses has a floor area greater than 4,000 square feet on any one story or greater than 8,000 square feet of total floor area for all stories, excluding non-habitable areas separated from the rest of the building by a minimum of one-hour fire-resistive construction and containing smoke or heat detection interconnected with the dwelling unit smoke detectors.

Exception: An automatic residential fire sprinkler system shall not be required when additions or alterations are made to existing townhouses that do not have an automatic residential fire sprinkler system installed.

**R309.1.1 Design and installation.** Automatic residential fire sprinkler systems for townhouses shall be designed and installed in accordance with Section P2904.

**R309.2 One and two-family dwellings automatic fire sprinkler systems.** An automatic residential fire sprinkler system shall be installed in one and two-family dwellings when the following conditions exist:

1. The one-or two-family dwelling has a floor area greater than 4,000 square feet on any one story or greater than 8,000 square feet of total floor area for all stories, excluding non-habitable areas separated from the rest of the building by a minimum of one-hour fire-resistive construction



and containing smoke or heat detection interconnected with the dwelling unit smoke alarms.

Exception: An automatic residential fire sprinkler system shall not be required when additions or alterations are made to existing one- and two-family dwellings that do not have an automatic residential fire sprinkler system installed.

**R309.2.1 Design and installation.** Automatic residential fire sprinkler systems for one-and two-family dwellings shall be designed and installed in accordance with Section P2904.

**R313.3 Alternative Methods.** Maximum floor area square footages of Sections R309.1 and R309.2 may be increased by 25% for buildings or floors containing more than one egress door as specified in Section R318.2 or more than one vertical egress as specified in R318.4 or other approved alternate methods of building occupant egress enhancement.

**155.25 SWIMMING POOL DRAINAGE SYSTEMS.** The Robins Building Code is hereby amended by adding a new Section R328.1.1 to the *International Residential Code, 2024 Edition*, as follows:

R327.1.1 SWIMMING POOL DRAINAGE DISCHARGE. Swimming pools shall be designed and constructed so as to provide for appropriate drainage of water resulting from overfilling, draining, and maintenance operations. The site plan for a proposed swimming pool shall indicate where pool drainage is to be directed in such a manner that:

- (A) Swimming pool drainage water shall be directed away from any structure foundation.
- (B) Ponding of surface water shall be avoided
- (C) Swimming pool drainage water shall whenever possible be directed to available drainage tile or storm sewer systems.
- (D) Surface water shall not be discharged to any adjacent private property except upon drainage easements or established waterways shall not be altered so that upstream water flow is adversely affected.
- (E) Water flow shall be controlled to avoid excessive volume or velocity which could cause soil erosion or create other possible hazards.

**155.26 CHIMNEY ENCLOSURES.** The Robins Building Code is hereby amended by adding a new Section 429 to the *International Building Code, 2024 Edition* and Section R333 to the *International Residential Code, 2024 Edition*, respectively as follows:

429/R333 CHIMNEY ENCLOSURES. All enclosed chimneys serving solid fuel burning fireplaces and appliances shall be separated from the structure to which they are attached by installation of materials approved for one-hour fire resistive construction on the chimney side of the enclosure. The separation shall extend from the base of the appliance to the outer roofline.

**155.27 REPEAL CHAPTER 11 ENERGY EFFICIENCY.** The Robins Building Code is hereby amended by repealing Chapter 11 of the *International Residential Code, 2024 Edition* and Replacing it with Chapter 303 of the State of Iowa Building Code.

**155.28 STAIRS AND EXITS.** The Robins Building Code is hereby amended by adding a new Exception to Section 1031.3.3 of the *International Building Code, 2024 Edition* and Section R319.2.3 of the *International Residential Code, 2024 Edition*, as follows:

EXCEPTION: Basement escape windows required for remodel or finish of rooms in existing buildings may have window-sill height measured from an elevated landing not less than 36 inches wide, extending not less than 18 inches out from the interior finish of the exterior wall and not more than 24 inches in height. The landing shall be permanently affixed to the floor below and the wall under the window it serves.

**155.29 FIRE ALARMS GROUP R-2.** The Robins Building Code is hereby amended by repealing Section 907.2.9.1 of the *International Building Code, 2024 Edition*, and by replacing said section with a new section as follows:

907.2.9.1 GROUP R-2. A fire alarm system shall be installed in Group R-2 occupancies where:

1. Any dwelling unit is located three or more stories above the lowest level of exit discharge.
2. Any dwelling unit is located more than one story below the highest level of exit discharge of exits serving the dwelling unit.
3. The building contains 12 or more dwelling units; or
4. Any dwelling unit, or portion thereof, is more than one story above any other dwelling unit in the same building.

EXCEPTIONS:

1. A fire alarm system is not required in buildings not over two stories in height where all dwelling units and contiguous attic and crawl spaces are separated from each other and public or common areas by at least 1-hour fire partitions and each dwelling unit has an exit directly to a public way, exit court or yard.
2. A separate fire alarm system is not required in buildings that are equipped throughout with an approved, supervised automatic sprinkler system installed in accordance with Section 903.3.1.1 or Section 903.3.1.2 and which have a local alarm that meets the notification requirements of Section 907.5.2.1.

For purposes of this section, firewalls shall not define separate buildings.

**155.30 ACCESSIBILITY STANDARD** The Robins Building Code is hereby amended by repealing the ICC A117.1 2017 Accessibility and Usable Buildings and Facilities Standard of the *International Building Code, 2024 Edition* replacing it with the ICC A117.1 2009 Accessibility and Usable Buildings and Facilities Standard.

**155.31 REPEAL OF EXCEPTION (“THIS DOOR TO REMAIN UNLOCKED”).** The Robins Building Code is hereby amended by deleting Section 1010.2.4, Item 3, of the *International Building Code, 2024 Edition* and leaving said item blank.

**155.32 FUEL GAS PIPING.** The Robins Building Code is hereby amended by repealing Section G2415.3 of the *International Residential Code, 2024 Edition* and by replacing said section with a new Section G2415.3 as follows:

G2415.3 PROHIBITED LOCATIONS. Piping shall not be installed in or through a duct supply, return or exhaust, or a clothes chute, chimney or gas vent, dumbwaiter or elevator shaft.

**155.33 RADON CONTROL METHODS.** The Robins Building Code is hereby amended by repealing Section BE104 of the *International Residential Code, 2024 Edition*, Appendix BE and leaving said section blank.

**155.34 EXCEPTION (BACKWATER VALVE).** The Robins Building Code is hereby amended by adding a new exception to Section P3008.1 of the *International Residential Code, 2024 Edition*, as follows:

EXCEPTION: The requirements of this Section shall apply only at locations determined necessary by the City of Robins Engineer based on local conditions.

**155.35 FROST CLOSURE.** The Robins Building Code is hereby amended by deleting Section P3103.2 from the *International Residential Code, 2024 Edition*, and inserting in lieu thereof the following:

P3103.2 FROST CLOSURE. Where the 97.5-percent value for outside design temperature is 0°F or less, every vent extension through a roof or wall shall be not less than three (3) inches in diameter. Any increase in the size of the vent shall be made inside the structure at a point not less than 1 foot below the roof or inside the wall.

**155.36 SLAB ON GRADE FOUNDATIONS.** The Robins Building Code is hereby amended by adding a new Exception (4) to Section 1809.5 of the *International Building Code, 2024 Edition* and R403.1.4.1 of the *International Residential Code, 2024 Edition*, respectively, as follows:

EXCEPTION:

(4) Slab-on-Grade Foundations. The Building Official may approve slab-on-grade foundation designs for wood or metal frame, detached buildings of Group U Occupancy or accessory to buildings constructed under the provisions of the *International Residential Code* and 1250 square feet in floor area or less, without additional engineering, providing the design meets all of the following:

1. Foundations supporting wood walls shall extend at least 6 inches above the adjacent finish grade.
2. The entire perimeter of the foundation shall be provided with a thickened portion of slab with cross section dimensions of 12 inches minimum width and 12 inches minimum thickness.

3. The slab floor shall be a minimum of 4 inches thick concrete with 6" x 6" reinforcing mesh or #4 reinforcing bars 24" on center front-to-back and side-to-side.
4. Slab floor and thickened edge shall be one continuous pour, interconnected with reinforcing.
5. Vertical distance from the top of the foundation floor to the lowest point of the footing base shall not be more than 24 inches.
6. Bathrooms are not allowed.
7. Pole type structures are not allowed.
8. Eave height of 11 feet (3048 mm) or less.

**155.37 FOUNDATION DRAINAGE SYSTEMS.** The Robins Building Code is hereby amended by repealing Section 1805.4.3 of the *International Building Code, 2024 Edition* and by replacing said section with a new Section 1805.4.3 and adding a new Section R401.3.1 to the *International Residential Code, 2024 Edition*, as follows:

R401.3.1. DRAINAGE DISCHARGE. The floor base and foundation perimeter drain shall discharge by gravity or mechanical means into an approved drainage system that complies with the following:

(A) Sump pit located inside building. Exception: Sump pit may be omitted if drainage tile can be designed with natural fall and drain on same property if approved by the Building Official.

(B) For each sump pit installed a pump discharge pipe shall be provided running continuous from a point directly outside the sump pit to the City storm sewer or other approved discharge location.

(C) Pump discharge pipe shall be installed as per the requirements of the City of Robins Plumbing Code with connections to City storm sewer as provided in the latest edition of SUDAS as approved by the City Council.

(D) Installation of sump pump if one is found by the Building Official to be necessary. It shall be equipped to automatically provide for discharge of sump pit water outside the basement wall and above grade and/or approved by the City Engineer.

FPN: A sump pump will be considered to be necessary if water inside the sump pit will not recede to a level four inches or more below the lowest basement floor surface by gravity or absorption into the earth within a reasonable period of time.

(E) The outlet line from the sump pump shall discharge a minimum of two (2) feet from the outside foundation wall and/or be approved by City Engineer.

(F) Where ground water conditions warrant, the Building Official may require additional drain tile as he/she deems necessary.

Final graded lots shall comply with the grading plan and any terms of the memorandum of agreement for the approved subdivision.

**155.38 CODE ON FILE.** An official copy of the Robins Building Code hereby adopted, including a certificate by the Clerk as to its adoption and the effective date thereof, shall be on file

in the Office of the Clerk in City Hall and shall be kept there on file, and copies shall be available for public inspection. Copies of this chapter shall be available in the Building Department Office.

**155.39 CONDOMINIUM CONVERSIONS.** No person shall record in the office of the Linn County Recorder, a condominium conversion relating to property within the corporate limits of the City of Robins, without first complying with the provisions of Section 499B.3 of the Iowa Code and having satisfactorily corrected any deficiency noted in the City inspection and having received a certificate of compliance.

For the purposes of condominium conversion, structures completed prior to the date of adoption of this Code, and thereafter converted to a horizontal property regime (condominium) are not required to be updated to comply with the building code in effect at the time of the conversion, except the following building code provisions shall be complied with:

- Fire Protection Systems
- Means of Egress.
- Structural and Life-Safety concerns specifically noted.

The Building Official may waive compliance with any or all of the above exceptions where the Building Official determines compliance to be unduly burdensome or not practical or reasonable given the nature of the structure.

**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 19th day of January, 2026.

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Chuck Hinz, Mayor

ATTEST:

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Lisa Goodin, City Clerk/Treasurer