



City of Robins, Iowa
City Council Meeting Minutes
February 16, 2026

The City Council of the City of Robins, Iowa, met in regular session on Monday, February 16, 2026, at City Hall.

Call to Order

Mayor Chuck Hinz called the meeting to order at **6:00 p.m.**

Pledge of Allegiance

The Pledge of Allegiance was led by Mayor Hinz.

Roll Call

Present: Councilors Mike Foley, Cary Smith, Leigh Cook, and Leslie Hoyt. Absent: Councilor Bruce Vander Sanden. Also present: Vance McKinnon, Planning & Zoning Administrator; Kelli Scott, City Engineer; Holly Corkery, City Attorney; Mike Kortenkamp, Building Official/Superintendent of Public Works; Neal Boeckmann, Fire Code Official/Deputy Superintendent of Public Works; Rhonda Kortenkamp, Deputy City Clerk; and Lisa Goodin, City Clerk/Treasurer.

Approval of the Agenda

Motion by Councilor Smith, seconded by Councilor Cook, to approve the agenda. Motion carried (4–0).

Citizen Comments – Agenda Items

Greg Neumeyer, 535 Trailside Court, spoke regarding the Robins Landing Developer’s Agreement and provided background on 90-foot lot widths historically used in Robins developments. He stated that 80-foot lots provide opportunities for downsizing residents and first-time homebuyers and expressed support for maintaining flexibility in lot widths.

Citizen Comments – Non-Agenda Items

Greg McGivern, 1285 Maple Street, addressed the Council regarding police department staffing. He encouraged the Council to consider hiring a detective in addition to the new Police Chief and shared examples of investigative work completed during his tenure with the City.

Consent Agenda

Motion by Councilor Foley, seconded by Councilor Hoyt, to approve the minutes of the February 2 and February 9, 2026 meetings and the list of bills submitted.

Roll call vote: Hoyt – aye; Smith – aye; Foley – aye; Cook – aye. Motion carried (4–0).

New Business

Council Agenda Posting Notification Subscription

City Clerk Goodin described the creation of a secondary subscription list to notify residents when City Council agendas are posted, in response to prior Council discussion.

Motion to Establish Annual Employee Performance Review Procedures

Motion by Councilor Smith, seconded by Councilor Cook, to establish annual employee performance review procedures. Motion carried (4–0).



Mayor Hinz provided Council with a draft employee performance review procedure and associated forms and requested that edits or suggestions be submitted by February 28. He suggested aligning evaluations with the fiscal year rather than the calendar year.

Resolution No. 0226-2 – Approving the Police Chief Job Description

Councilor Foley described updates made to the job description following the retirement of the former Police Chief. Mayor Hinz recommended revising the experience requirement from ten years to seven years.

Motion by Councilor Smith, seconded by Councilor Cook.

Roll call vote: Smith – aye; Hoyt – aye; Cook – aye; Foley – aye. Motion carried (4–0).

Resolution No. 0226-3 – Approving Posting of the Police Chief Position

Mayor Hinz urged prompt posting of the position. Councilor Foley recommended adjusting the salary range to \$94,000–\$104,000 to remain competitive. City Attorney Corkery advised ensuring that physical requirements in the posting match the approved job description.

Motion by Councilor Cook, seconded by Councilor Hoyt.

Roll call vote: Cook – aye; Smith – aye; Foley – aye; Hoyt – aye. Motion carried (4–0).

Resolution No. 0226-4 – Approving Job Description for Part-Time Code Compliance Officer / Public Works Employee

Councilor Foley expressed support for the position. City Attorney Corkery noted that additional detail should be added to the physical requirements section to ensure ADA compliance.

Motion by Councilor Hoyt, seconded by Councilor Foley.

Roll call vote: Cook – aye; Foley – aye; Smith – aye; Hoyt – aye. Motion carried (4–0).

Resolution No. 0226-5 – Approving Posting of Part-Time Code Compliance Officer / Public Works Employee

Motion by Councilor Smith, with changes suggested by the City Attorney, seconded by Councilor Cook.

Roll call vote: Foley – aye; Smith – aye; Hoyt – aye; Cook – aye. Motion carried (4–0).

Resolution No. 0226-6 – Acknowledging Public Purpose and Authorizing Expenditure of Special Events Funds

Motion by Councilor Cook, seconded by Councilor Hoyt.

Roll call vote: Hoyt – aye; Cook – aye; Smith – aye; Foley – aye. Motion carried (4–0).

Resolution No. 0226-7 – Approving Developer’s Agreement Amendment #3 for Robins Landing

Mayor Hinz introduced the resolution and stated that the matter before the Council was a proposed Amendment #3 to the Robins Landing Developer’s Agreement. The amendment would modify side yard setback requirements applicable to 80-foot lots within the subdivision, reducing the required setback from ten (10) feet to seven (7) feet. The Mayor noted that the Council’s role was to determine whether the requested modification was consistent with the City’s zoning framework, long-term development objectives, and the public interest.

Developer Bryce Ricklefs provided a detailed explanation of the request. He stated that while 80-foot lots are permitted within the R-3 zoning district, the combination of 80-foot lot widths and ten-foot side yard setbacks substantially reduces the buildable envelope. He explained that most regional builders rely on standardized home plans designed to accommodate three-car garages, which are increasingly considered market expectations within the price range of the development. According to Mr. Ricklefs, those plans typically require either 90-foot lot widths or reduced setbacks on 80-foot lots. He further stated that utilities have already been installed and final plat approval granted, making relocation of lot lines or underground infrastructure economically infeasible.



Councilor Hoyt questioned whether approving the amendment would establish a precedent for other developments within the City and noted that most existing subdivisions in Robins contain 90-foot lot widths. She also inquired whether existing homeowners within Robins Landing had been consulted regarding the potential reduction in setbacks and whether the original development concept contemplated duplex construction. Mr. Ricklefs responded that while duplexes were included in early conceptual planning, the current phase does not accommodate them. He stated that he was not aware of any objections from existing homeowners.

Planning & Zoning Administrator McKinnon summarized the Planning & Zoning Commission's discussion of the request. He reported that the Commission refused to recommend approval due to concerns regarding precedent and consistency of development standards. However, he acknowledged that the Commission also recognized the practical constraints created by existing infrastructure.

City Engineer Scott provided technical clarification. She confirmed that 80-foot lots are permitted under the R-3 zoning classification and stated that the proposed amendment would not require a rezoning action or amendment to the Municipal Code. Rather, the change would be confined to the Developer's Agreement governing this subdivision. She explained that modifying setbacks through the Developer's Agreement avoids disruption of installed utilities and preserves the existing plat configuration. Mr. Ricklefs stated that approximately 37 lots remain available within the development and that construction of Phase 2 of the development would be triggered upon sale of approximately 20 additional lots.

Council discussion reflected consideration of both policy and market factors. Councilor Foley stated that the City has invested significant public resources in infrastructure serving Robins Landing and expressed concern about ensuring that remaining lots are marketable and developed in a timely manner. Councilor Cook inquired whether alternative garage configurations or modified home designs could address the issue without altering setbacks. Mr. Ricklefs responded that while alternative designs are technically feasible, many builders prefer to utilize established plans that align with consumer demand and cost efficiencies.

Mayor Hinz stated that, in his view, amending the Developer's Agreement was a more narrowly tailored solution than pursuing an ordinance amendment that would have broader application citywide. He noted that the Council must balance preservation of development standards with practical considerations related to economic development and housing supply.

After weighing testimony from the developer, staff analysis, Planning & Zoning input, and Council deliberation, the Council proceeded to vote on the resolution.

Motion by Councilor Foley, seconded by Councilor Smith.

Roll call vote: Foley – aye; Smith – aye; Hoyt – aye; Cook – nay. Motion carried (3–1).

Resolution No. 0226-8 – Authorizing Amendments to the \$10,000,000 Private School Revenue Bonds (Xavier School Project), Series 2025

Motion by Councilor Cook, seconded by Councilor Foley.

Roll call vote: Smith – aye; Cook – aye; Hoyt – aye; Foley – aye. Motion carried (4–0).

Resolution No. 0226-9 – Setting Public Hearing for Fiscal Year 2027 General Levy

Motion by Councilor Cook, seconded by Councilor Smith.

Roll call vote: Hoyt – aye; Smith – aye; Foley – aye; Cook – aye. Motion carried (4–0).

Old Business

Water Utility Operation and Maintenance Agreement



City Engineer Scott reviewed options for contracting water utility operation and maintenance services, including partnering with the City of Hiawatha or a private contractor. Discussion included potential contract length and long-term staffing readiness.

Motion by Councilor Smith, seconded by Councilor Foley, to proceed with the drafting of a contract with the City of Hiawatha for operation and maintenance services. Motion carried (4–0).

Water Utility Surcharge

City Engineer Scott presented data regarding the current three percent surcharge and potential increase to ten percent, which would generate approximately \$60,000 annually for the water fund.

Motion by Councilor Cook, seconded by Councilor Hoyt, directing staff to prepare a resolution for the March 2, 2026 meeting to increase the surcharge from three percent to ten percent. Motion carried (4–0).

Sewer Utility Rate Alignment

City Engineer Scott presented potential sewer rate adjustments. Additional financial modeling is being prepared for further consideration. No formal action was taken.

Chapter 71 – Snow Removal

Council continued discussion regarding Chapter 71 and whether the City should assume responsibility for clearing sidewalks along Main Street rather than leaving the obligation with adjacent property owners. Members reviewed contractor quotes for clearing Main Street sidewalks and the costs associated with purchasing City-owned sidewalk equipment.

City Attorney Corkery advised that if the City takes over sidewalk clearing, it could assume greater liability exposure. Council discussed the importance of clearly defining any geographic limits if responsibility were shifted to avoid confusion or inconsistent expectations.

Council also discussed how neighboring communities handle sidewalk snow removal and whether Main Street’s arterial character justifies different treatment from residential areas. Members noted that expanding responsibility to one corridor could create expectations for additional streets in the future and would have ongoing budget impacts. Councilor Hoyt offered to coordinate visits to neighboring cities to review equipment and operational practices. No formal action was taken at this time.

Fiscal Year 2027 Budget and Property Tax Levy

City Clerk Goodin discussed reorganizing municipal insurance expenses within the budget to simplify accounting practices. Councilor Cook presented material relating to the issuance of a General Obligation Bond in FY27.

Council Comments

Mayor Hinz and Engineer Scott reported that the MPO delegation trip to Washington, D.C. was productive and included meetings with legislative staff and U.S. Department of Transportation representatives regarding the Tower Terrace Road extension.

Adjournment

Motion by Councilor Smith, seconded by Councilor Hoyt, to adjourn the meeting at **8:09 p.m.** Motion carried (4–0).

Respectfully submitted,
Lisa Goodin
City Clerk/Treasurer