



**City of Robins
City Council Meeting Minutes
Monday, October 5, 2026
Robins City Hall**

Unofficial Meeting Minutes Until Approved by Council

CALL THE MEETING TO ORDER

Mayor Chuck Hinz called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance

ROLL CALL

Mayor Chuck Hinz and Council Members Mike Foley, Cary Smith, Leigh Cook, Bruce Vander Sanden, and Leslie Hoyt were present. No Council members were absent.

Staff present were Lisa Goodin, City Clerk/Treasurer; Rhonda Kortenkamp, Deputy City Clerk; Amanda Maher, Accounting Clerk; Mike Kortenkamp, Building Official/Superintendent of Public Works; Adam Cirkel, Police Chief; Keith Feldkamp, Fire Chief; Kelli Scott, City Engineer; Vance McKinnon, Planning and Zoning Administrator; and Doug Herman, City Attorney. Neal Boeckmann, Fire Code Official/Deputy Superintendent of Public Works, and Ken Paxton, REDI Economic Development Director, were absent.

APPROVAL OF THE AGENDA

Council Member Bruce Vander Sanden moved to approve the agenda. Council Member Leigh Cook seconded the motion. The motion was approved unanimously, 5–0, with Council Members Cary Smith, Leslie Hoyt, Mike Foley, Leigh Cook, and Bruce Vander Sanden voting aye. No nay votes or absences were recorded.

MAYOR'S REPORT

Mayor Hinz reported that City Hall business hours will return to 8:00 a.m. to 4:00 p.m. on November 2, 2026. Hours may occasionally change to accommodate meetings, training, IT upgrades, and other needs.

The Iowa League of Cities Annual Conference was held in Bettendorf approximately two weeks earlier. Rhonda Kortenkamp, Kelli Scott, Leigh Cook, and Lisa Goodin attended and found the conference worthwhile. Mayor Hinz called attention to the lengthy Engineer's Report in the Council packet and reminded Council members to review it thoroughly and ask questions. He also noted that letters had been mailed to property owners immediately adjacent to the West Main Street Rehabilitation project regarding the timeline, anticipated impacts, and an upcoming resident meeting. An estimate for an audiovisual system for Council meetings has been obtained, and installation is expected in the next few months.

COUNCIL REPORTS

Mike Foley – Public Safety. The Fire Department received a record number of calls in September, added one new member, and conducted roof-cutting and medical stroke training. The Police Department continued integrating technology with Axon, issued 98 citations and warnings, and responded to 175 calls for service. The department has joined the Internet Crimes Task Force and is developing a new process for in-city hunting applications.

Cary Smith – Streets. Council Member Smith reiterated the update regarding West Main Street and the resident meeting scheduled for October 21. Hiawatha declined to participate in construction of Segment A of Tower Terrace Road. Street markings were repainted over the weekend, and street repairs using mastic continued. Kelli Scott added that a second round of BUILD grant applications with smaller grant awards may be considered; it was not yet known whether a new application would need to be prepared. Councilor Smith also referenced the N. Center Point Rd. pavement rehab project, which was on the evening's agenda for approval of the design contract with Snyder & Associates.

Leigh Cook – Finance. The AURR, AFR, and SFR reports are due December 1 and are expected to be approved by Council in November. Council Member Cook recommended that Council members attend future Iowa League of Cities conferences, describing them as valuable. Financial reports have been updated in Council packets, and Accounting Clerk Amanda Maher provided additional explanations of the expense and revenue reports.

Bruce Vander Sanden – Public Works. Letters were sent to residents explaining the sewer rate increase. The City’s 28E negotiations with Cedar Rapids regarding water service continue.

Leslie Hoyt – Parks. The Civic Club will host its Movie in the Park event on Friday. Trunk or Treat is scheduled for October 25 at City Hall. An Eagle Scout project is planned for the coming weekend, and the parks will close on October 28.

ENGINEER’S REPORT

Council Member Cook asked whether Robins would lead the North Center Point Road project with Hiawatha. City Engineer Kelli Scott confirmed that Robins would be the lead.

PLANNING & ZONING ADMINISTRATOR REPORT

Planning and Zoning Administrator Vance McKinnon reported that the residential zoning roundtable had been very productive and that the Planning and Zoning Commission would consider potential changes at upcoming meetings. Council Member Foley, who attended the roundtable, said he found it very beneficial. Council Member Vander Sanden observed that first-time homebuyers and retirees do not appear to be seeking large lots.

ROBINS ECONOMIC DEVELOPMENT INITIATIVE (REDI)

No comments were made.

PUBLIC COMMENT – AGENDA ITEMS

No public comments were heard on agenda items.

PUBLIC COMMENT – NON-AGENDA ITEMS

Joe Suchan of Morrison Drive reported that soil from a neighboring property continues to wash onto his property during heavy rains, causing damage. Mayor Hinz stated that the matter was civil in nature and that the City did not have a legal basis for action; City Attorney Doug Herman concurred. Mr. Suchan added that debris-filled gutters were causing material to run into the street. Mayor Hinz recommended that Mr. Suchan contact City Hall when the issue occurs so staff can investigate, and asked whether the area had been seeded. Mr. Suchan said it did not appear to have been seeded. He also expressed concern that the storm sewers on Oak Park Drive were not functioning properly.

CONSENT AGENDA

The consent agenda included the September 21, 2026 City Council meeting minutes, the List of Bills Submitted, and the Miller Urban Hunting Request. Police Chief Adam Cirkl discussed the updated hunting application and provided copies of hunting ordinances from nearby jurisdictions for reference. He noted that the City’s ordinances need to be updated to address bow hunting and that each hunter in a group will be required to submit an individual permit application.

Council Member Leigh Cook moved to approve the consent agenda, and Council Member Mike Foley seconded the motion. The motion passed unanimously, 5–0, with Council Members Leslie Hoyt, Mike Foley, Bruce Vander Sanden, Cary Smith, and Leigh Cook voting aye. No nay votes or absences were recorded.

NEW BUSINESS

Eagle Scout Project Presentation – Parker Nannenga, Troop 766

Parker Nannenga presented his Eagle Scout project, which will involve scraping, cleaning, and painting the dugouts at South Troy Park. Mayor Hinz asked about the number of volunteers and the project timeline and congratulated Parker on the project. Council Member Foley asked about the paint color, and Council Member Hoyt confirmed that the existing color would remain. No action was taken.

Resolution No. 1026-1 – Approving the Conflict Waiver Between the City of Robins, Iowa, and Lynch Dallas Legal
City Engineer Kelli Scott explained that a blanket conflict waiver was needed for 28E agreements with the City of Hiawatha because the two cities have a large number of agreements. City Attorney Doug Herman clarified the agreement's language. When Ms. Scott asked about an expiration date, Mr. Herman explained that the waiver had no expiration date and clarified that Lynch Dallas is not Hiawatha's City Attorney, although the firm occasionally works with Hiawatha. Council Member Foley expressed support for the waiver because it would streamline the process.

Council Member Mike Foley moved to approve Resolution No. 1026-1, and Council Member Bruce Vander Sanden seconded the motion. The resolution was approved by roll-call vote, 5–0, with Council Members Bruce Vander Sanden, Leigh Cook, Cary Smith, Leslie Hoyt, and Mike Foley voting aye. No nay votes or absences were recorded.

Staff Report – North Center Point Road Asphalt Rehabilitation; Resolution No. 1026-2 – Approving a Professional Services Agreement with Snyder & Associates, Inc. for the 2027 North Center Point Road Project

City Engineer Kelli Scott reported that the project includes North Troy Road, Quass Road, and Freeseway Drive in addition to North Center Point Road. Each street will be priced individually in the bid package. She anticipated that the project would be approximately \$300,000 to \$400,000 in excess of the current budget.

Council Member Leslie Hoyt moved to approve Resolution No. 1026-2, and Council Member Cary Smith seconded the motion. The resolution was approved unanimously by roll-call vote, 5–0, with Council Members Cary Smith, Mike Foley, Leslie Hoyt, Bruce Vander Sanden, and Leigh Cook voting aye. No nay votes or absences were recorded.

Staff Report – West Main Street Reconstruction Update

City Engineer Kelli Scott provided the project timeline. Letters were mailed the previous week to affected property owners outlining the timeline and announcing a resident meeting scheduled for October 21. The project has been submitted through the Iowa Department of Transportation portal. Because federal funds are involved, required procedures must be followed, and appraisals, land valuations, and acquisitions will take time. Meeting invitations were to be sent during the week. In response to Mayor Hinz's question about the meeting location, Ms. Scott said it would be held either at City Hall or Community Savings Bank.

OLD BUSINESS

Resolution No. 0926-8 – Approving Allocation of Surplus Fiscal Year 2026 Budgetary Funds to the City's Reserve Funds

Council discussed the proposed allocation of FY2026 budget surplus funds. Council Member Vander Sanden recommended carrying the Police Department surplus forward to Police Department reserves, and Council Member Foley agreed. Council Member Cook noted that multiple street projects are forthcoming and that Speer Financial agreed with the proposed allocations toward debt reduction. Council Member Smith agreed, emphasizing that the City should consider its finances as a whole and do what is best for the City overall.

Council Member Cook asked Police Chief Adam Cirkel for his perspective. Council Member Foley objected to putting the Chief on the spot and noted that, following a recent accident involving a police vehicle, funds might be needed for a replacement squad car. Council Member Hoyt asked when the practice of keeping departmental budget surpluses within each department began. City Clerk/Treasurer Lisa Goodin explained that the practice began in FY2026. Previously, surpluses were treated as "use it or lose it," which could lead to unnecessary year-end spending; however, allowing departments to retain surpluses could also encourage padded budgets.

Council Member Hoyt questioned how other departments could obtain funding if surpluses remained in departmental reserves, stating that Council is responsible for distributing funds in the City's best interests. Council Member Foley said there was no plan for park improvements, while Council Member Hoyt noted that she had emailed a draft plan. Mr. Foley said he had not seen a proposal. Council Member Smith compared the decision to personal finances, observing that one would not borrow to cover an expense when savings were available. Council Member Cook stated that Police Department capital improvement plan items were fully funded for several future fiscal years at current reserve levels.

Chief Cirkel said he could see both sides and proposed a compromise under which \$25,000 of the approximately \$98,000 surplus would go to Police Department reserves and the remainder to Streets. In response to a question from Councilor Cook, Clerk Goodin explained that Council could approve the resolution with amendments, and Mr. Herman concurred that a resolution remains a draft until approved. Council Member Vander Sanden recommended establishing a process for

allocating surpluses earlier. Engineer Scott cautioned that allocating the entire \$98,000 Police Department surplus to its reserves would cause those reserves to rise substantially and affect future budgets. Council Member Foley noted that the City could issue bonds to cover capital costs, and Ms. Scott noted that bond sales affect property taxes.

Mr. Herman stated that Council members, as department liaisons, would be aware if budgets were being padded and that, in his experience, surplus funds generally do not remain with a department except for wages. He suggested FY2026 may have been an unusual year for the Police Department. Council Member Cook said she did not believe the budget had been padded and thought fewer officers had been hired than originally planned. Council Member Vander Sanden observed that Chief Cirkel had only recently joined the City and that the process should not be changed at the last minute. Council Member Smith said staff had been waiting to learn about upcoming street projects. Council Member Cook clarified that allocating surpluses to department reserves began only the prior year and was not an established protocol. Council Members Smith, Vander Sanden, and Foley discussed whether a compromise was possible; Council Members Vander Sanden and Foley indicated they would support an even split, while Council Member Cook remained comfortable with \$25,000 for Police reserves. Council Member Vander Sanden also noted that substantial funding could be directed to parks, and Council Member Hoyt emphasized the quality-of-life value of parks.

Council Member Foley ultimately recommended allocating \$50,000 to Police Department reserves and the remaining \$48,463 to the Streets reserve. Council Member Foley moved to approve Resolution No. 0926-8 as amended, and Council Member Vander Sanden seconded the motion. The amended resolution was approved unanimously by roll-call vote, 5–0, with Council Members Leigh Cook, Bruce Vander Sanden, Mike Foley, Leslie Hoyt, and Cary Smith voting aye. No nay votes or absences were recorded.

FY2028 5-Year Capital Improvement Plan

Council agreed to hold a Capital Improvement Plan work session on October 26, 2026, at 5:00 p.m.

COUNCIL COMMENTS

Council Member Foley complimented the street striping and asked whether East Knoll would be striped. Public Works Superintendent Mike Kortenkamp responded that East Knoll has not historically been striped. Council Member Vander Sanden said the Robins Road repairs looked good and thanked staff. Council Member Smith suggested that Council members coordinate with more than one department to avoid “tunnel vision” and encourage more balanced discussions. Council Member Vander Sanden said this could also help with succession planning. City Attorney Doug Herman noted that in some cities, the Mayor designates Council liaisons annually or every two years.

MOTION TO ADJOURN MEETING

Council Member Leigh Cook moved to adjourn the meeting, and Council Member Bruce Vander Sanden seconded the motion. The motion passed, 5–0. The meeting adjourned at 7:34 p.m.