

City of Tiffin, Iowa

Meeting: Tiffin City Council Meeting
Place: Springmier Community Library, 311 West Marengo Road, Tiffin, Iowa 52340
Date/Time: November 4, 2025 – 7:00 p.m.
Web Page: www.tiffin-iowa.org
Posted: October 31, 2025 (website & front entry of City Hall)

Mayor:	Tim Kasparek	City Administrator:	Doug Boldt
Council At Large:	Tim Orris – Mayor Pro-Tem	Asst. City Administrator:	Ashley Platz
Council At Large:	Al Havens	City Attorney:	Crystal Raiber
Council At Large:	Skylar Limkemann	City Clerk:	Abigail Hora
Council At Large:	Chris Olney	W/WW Superintendent:	Brett Mehmen
Council At Large:	Eric Schnedler	D. of Public Works:	Brian Detert
		Building Official:	Brian Shay
		Recreation Director:	Vacant
		Fire Chief:	Brad Hill
		City Engineer:	MSA Professional Services

A. Call to Order – 7:00 PM

B. Roll Call

C. Agenda Additions/Agenda Approval

D. Communications and Reports

1. Unscheduled

This is an opportunity for those wishing to address the City Council on an item NOT on the agenda. If you wish to address the Council on subjects pertaining to today's meeting agenda, please wait until that item on the agenda is reached.

If you wish to speak now, please approach the lectern and give your name and address for the public record before discussing your item. As a reminder each speaker is limited to 3 minutes or less. As an additional reminder, in accordance with public meeting laws, the Council may only discuss or act on matters that are presented on this agenda.

E. Consent Agenda

Note: These are routine items and will be enacted by one motion without separate discussion unless a Council Member requests separate consideration.

1. Approval of the October 21, 2025, City Council Minutes
2. Approval of Summary of Receipts Report

F. Mayoral Proclamation

- 1.

G. Public Hearing

1. Public Hearing on the Proposed November, 2025 Amendment to the Tiffin Urban Renewal Area
 - a. Close Public Hearing and Proceed to I-1

H. Ordinance Approval/Amendment

1. Ordinance No. 2025-521 – An Ordinance to Amend the Municipal Code of Tiffin, Iowa, Chapter 160, Flood Plain Management
 - a. Motion to Approve Third and Final Reading

I. Resolutions for Approval

1. Resolution 2025-082 – A Resolution to Approve Urban Renewal Plan Amendment for the Tiffin Urban Renewal Area
2. Resolution 2025-083 – A Resolution Approving at 28E Between the City of North Liberty and the City of Tiffin for Cost Sharing for Certain Firefighting Protective Equipment
3. Resolution 2025-084 – A Resolution Approving the Transfer of Proceeds from the Sale of City Equipment into the Fire Department Savings Account
4. Resolution 2025-085 – A Resolution Authorizing Economic Development Grant Agreement with Honey Lane Development, LLC and Authorizing Internal Advance for Funding of Economic Development Grant Thereunder
5. Resolution 2025-086 – A Resolution Approving the Escrow and Partial Release Agreement for Tiffin Heights West

6. Resolution 2025-087 – A Resolution Approving the Final Plat of Tiffin Heights West
7. Resolution 2025-088 – A Resolution Approving the Release and License Agreement for the North Liberty Fire Department Training Tower Facility and Hands-on Waiver

J. Old Business

- 1.

K. Motions for Approval

1. Consideration of Payables List – Motion to Approve
2. Discussion and Consideration of Change Order #9 – Rathje Construction, Original Town Urbanization Project Phase 3 – Motion to Approve
3. Discussion and Consideration of Pay Application #10 – Rathje Construction, Original Town – Motion to Approve
4. Discussion and Consideration of Pay Application #8 – Boomerang Corporation, North Park Road Improvements Project – Motion to Approve
5. Discussion and Consideration of Pay Application #6 – Miron Construction, Recreation Center – Motion to Approve
6. Discussion and Consideration of Change Order #11 – Boomerang Corporation, North Park Road Improvements Project – Motion to Approve
7. Discussion and Consideration of Pay Application #3 – Tricon Construction Group, Water Treatment Plant Upgrades – Motion to Approve
8. Discussion and Consideration to Approve the Full-time Fire Chief Job Description and Proceed with Advertising for the Position and Council Action as Needed
9. Discussion and Consideration of Quote from Next Level Response Solutions LLC. for Assessment Center Services for the hiring of New Fire Chief and Council Action as Needed
10. Discussion and Consideration of One-Time Water & Sewer Adjustment – 204 Village Drive #4 – Motion to Approve

L. Reports to be Received/Filed

1. City Engineer Report

M. Reports from City Personnel

1. Mayor's Report
2. City Council Reports
3. Director of Public Work's Report
4. Building Official's Report
5. Water/Wastewater Superintendent's Report
6. Recreation Director's Report
7. Fire Chief's Report
8. Law Enforcement Report
9. City Attorney's Report
10. City Administrator's Report – Included in the Packet

N. Adjournment

Pursuant to §21.4(2) of the Code of Iowa, the City has the right to amend this agenda up until 24 hours before the posted meeting time.

If anyone with a disability would like to attend the meeting, please call City Hall at 319-545-2572 to arrange for accommodations/transportation.