



**AGENDA INFORMATION
TIFFIN CITY COUNCIL COMMUNICATION**

DATE: July 28, 2025

AGENDA ITEM: Approval of the 7/15 Council Minutes

ACTION: Approval

ATTACHMENTS: Council Minutes

City of Tiffin, Iowa

Meeting: Tiffin City Council Meeting
Place: Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340
Date/Time: July 15, 2025 – 7:00 PM
Web Page: www.tiffin-iowa.org
Posted: July 11, 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:	Frank Haege
		Fire Chief:	Brad Hill
		City Engineer:	MSA Professional Services

Work Session - Call to Order – 6:30 PM

A. Roll Call

The City of Tiffin City Council held a work session Tuesday, July 15, 2025, at the City Hall Council Chambers. Mayor Kasparek called the meeting to order at 6:32 PM. Upon roll being called the following members were present: Eric Schnedler, Al Havens, Chris Olney, Tim Orris and Skylar Limkemann. Others present were City Administrator Doug Boldt, Assistant City Administrator Ashley Platz and City Clerk Abigail Hora.

B. Agenda Additions/Agenda Approval

Motion to approve agenda by Olney.

Second by Schnedler.

All ayes, agenda approved.

C. Review of ICSC Economic Development Conference

Discussion: Council Member Schnedler, City Administrator Doug Boldt, and Mayor Kasparek provided an update on the ICSC conference they attended in May. Council Member Limkemann reflected on the initial reasons for participating in the event. This year marked a noticeable change, as businesses were familiar with Tiffin—unlike in previous years. Mayor Kasparek noted that national retailers are unlikely to locate in Tiffin due to its close proximity to Coralville and North Liberty and suggested that the City focus on building relationships with regional businesses instead. A comparison was also made between this year's conference and past experiences.

D. Questions from Council Members regarding items on the Regular City Council Agenda or Reports

E. Other Business

F. Adjournment

Motion to adjourn by Orris.

Second by Havens.

All ayes, meeting adjourned at 7:02 PM.

A. Regular Session - Call to Order – 7:00 PM

B. Roll Call

The City of Tiffin City Council held a regular session Tuesday, July 15, 2025, at the City Hall Council Chambers. Mayor Kasparek called the meeting to order at 7:03 PM. Upon roll being called the following members were present: Eric Schnedler, Al Havens, Chris Olney, Tim Orris and Skylar Limkemann. Others present were City Administrator Doug Boldt, Assistant City Administrator Ashley Platz and City Clerk Abigail Hora.

C. Agenda Additions/Agenda Approval

Motion to approve agenda by Orris.

Second by Olney.

All ayes, agenda approved.

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 June 24, 2025 Special City Council Minutes

2. Approval of the July 1, 2025, City Council Minutes

3. Approval of Summary of Receipts Report

4. Approval of Clerk's/Treasurers Report

Motion to approve Consent Agenda which includes Special City Council Minutes, City Council Minutes, Summary of Receipts and Clerk/Treasurers Report by Havens.

Second by Orris.

All ayes, consent agenda approved.

F. Mayoral Proclamation

1.

G. Public Hearing

1.

H. Ordinance Approval/Amendment

1.

I. Resolutions for Approval

1.

J. Old Business

1.

K. Motions for Approval

1. Consideration of Payables List – Motion to approve by Orris.

Second by Havens.

All ayes, motion carried.

2. Consideration of Change Order #7 - Rathje Construction, Original Town Urbanization Project – Motion to approve by Havens.

Second by Orris.

All ayes, motion carried.

3. Consideration of Infrastructure Upsizing Reimbursement for Tiffin West – Honey Lane Development – Motion to approve by Orris.

Second by Schnedler.

All ayes, motion carried.

4. Consideration of Economic Development Grant Agreement Payment for Tiffin West – Honey Lane Development – Motion to approve by Olney.

Second by Orris.

All ayes, motion carried.

5. Consideration of Special Event Application –National Night Out – Johnson County Sheriff's Department – Motion to approve by Havens.
Second by Orris.
All ayes, motion carried.

L. Reports to be Received/Filed

1. June Johnson County Sheriff's Report
2. Monthly Departmental Budget Reports

M. Reports from City Personnel

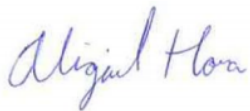
1. Mayor's Report – Discussion: Mayor Kasparek reported on the EMA meeting that was held last week in which the bid package for the EMA storage facility off Forevergreen Road was discussed.
2. City Council Reports – Discussion: Council Member Orris reported the dumpster enclosure is completed at City Park, thanks to the Tiffin Community Fund. Council Member Limkemann would like to see one or two bike repair stations along the trail system.
3. Director of Public Work's Report – Nothing to Report.
4. Building Official's Report – Nothing to Report.
5. Water/Wastewater Superintendent's Report – Nothing to Report.
6. Recreation Director's Report – Nothing to Report.
7. Fire Chief's Report - Discussion: Fire Chief Hill reported that several members of the department were involved in a recent life-saving incident. They will be formally recognized at a later date.
8. Law Enforcement Report – Nothing to Report.
9. City Engineer's Report – Nothing to Report.
10. City Attorney's Report – Nothing to Report.
11. City Administrator's Report – Discussion: City Administrator Doug Boldt reported on the pre-qualification meeting for bid package Phase Two of the Recreation Center project.

N. Adjournment

Motion to adjourn by Schnedler.

Second by Orris.

All ayes, meeting adjourned at 7:33 PM.



Abigail Hora, City Clerk

July 16th, 2025