

# City of Tiffin, Iowa

**Meeting:** Tiffin City Council Meeting  
**Place:** Tiffin City Hall 300 Railroad St, Tiffin, Iowa, 52340  
**Date/Time:** April 7, 2026 – 7:00 p.m.  
**Web Page:** [www.tiffin-iowa.org](http://www.tiffin-iowa.org)  
**Posted:** April 3, 2026 (website & front entry of City Hall)

<b>Mayor:</b>	Tim Kasparek	<b>W/WW Superintendent:</b>	Brett Mehmen
<b>Council At Large:</b>	Tim Orris – Mayor Pro-Tem	<b>D. of Public Works:</b>	Brian Detert
<b>Council At Large:</b>	Tony Johnson	<b>Recreation Director:</b>	Grant Weber
<b>Council At Large:</b>	Skylar Limkemann	<b>Building Official:</b>	Brian Shay
<b>Council At Large:</b>	Chris Olney	<b>Library Director:</b>	Liz Petersen Grier
<b>Council At Large:</b>	Eric Schnedler	<b>Fire Chief:</b>	Vacant
<b>City Administrator:</b>	Doug Boldt	<b>City Engineer:</b>	MSA Professional Services
<b>Asst. City Administrator:</b>	Ashley Platz		
<b>City Clerk:</b>	Abigail Hora		
<b>City Attorney:</b>	Crystal Raiber		

## **Work Session - Call to Order – 6:30 PM**

### **A. Roll Call**

The City of Tiffin City Council held a work session Tuesday, April 7, 2026, at the Tiffin City Hall Council Chambers. Mayor Kasparek called the meeting to order at 6:30 PM. Upon roll being called the following members were present: Eric Schnedler, Tony Johnson, Chris Olney, Tim Orris and Skylar Limkemann present via Microsoft Teams. Others present were City Administrator Doug Boldt and City Clerk Abigail Hora.

### **B. Agenda Additions/Agenda Approval**

Motion to approve agenda by Orris.

Second by Johnson.

All ayes, agenda approved.

### **C. Discussion to Formalize the Mayoral Proclamation Process for City Council Meetings**

Discussion: City Administrator Doug Boldt and the Council discussed developing a policy to formalize the process for requesting a Mayoral Proclamation. Once drafted, the policy will be presented to the Council for review and approval, and upon approval, it will be added to the city website.

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

### **E. Other Business**

### **F. Adjournment**

Motion to adjourn by Schnedler.

Second by Orris.

All ayes, meeting adjourned at 6:56 PM.

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

### **B. Roll Call**

The City of Tiffin City Council held a regular session Tuesday, April 7, 2026, at the Tiffin City Hall Council Chambers. Mayor Kasparek called the meeting to order at 7:00 PM. Upon roll being called the following members were present: Eric Schnedler, Tony Johnson, Chris Olney, Tim Orris and Skylar Limkemann present via Microsoft Teams. Others present were City Administrator Doug Boldt and City Clerk Abigail Hora.

### **C. Agenda Additions/Agenda Approval**

Motion to approve agenda by Orris.

Second by Johnson.

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.

Discussion: Brian Campbell, 607 Hillside Dr, present to discuss the property value and how we see our community.

## **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 March 17, 2026, City Council Minutes
2. Approval of March 25, 2026, Special City Council Minutes
3. Approval of Summary of Receipts Report
4. Approval of Agreement to Vacate Underground Electric Easement – Homemakers
5. Approval of Revised Underground Electric Easement Agreement Homemakers Plat 1

Motion to approve Consent Agenda which includes City Council Minutes, Special City Council Minutes, Summary of Receipts Report, Agreement to Vacate Underground Electric Easement for Homemakers and Revised Underground Electric Easement Agreement Homemakers Plat 1 by Olney.

Second by Orris.

All ayes, consent agenda approved.

## **F. Mayoral Proclamation**

1. Autism Awareness Month and World Autism Awareness Day 2026

## **G. Public Hearing**

1. Public Hearing on Ordinance No. 2026-525 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone Andersen Addition – Part Three, from R-12/OPD Concept District to R-1D/OPD Site and Concept District for Lotus Hill North, in the City of Tiffin, Iowa, Johnson County, Iowa

- a. Close Public Hearing and Proceed to H-2

Motion to open Public Hearing on Ordinance No. 2026-525 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone Andersen Addition – Part Three, from R-12/OPD Concept District to R-1D/OPD Site and Concept District for Lotus Hill North, in the City of Tiffin, Iowa, Johnson County, Iowa by Orris.

Second by Olney.

Roll Call: Orris, Olney, Johnson, Schnedler, Limkemann.

Discussion: Nothing Received at City Hall.

Motion to close Public Hearing on Ordinance No. 2026-525 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone Andersen Addition – Part Three, from R-12/OPD Concept District to R-1D/OPD Site and Concept District for Lotus Hill North, in the City of Tiffin, Iowa, Johnson County, Iowa by Orris.

Second by Olney

Roll Call: Olney, Johnson, Schnedler, Limkemann, Orris.

All ayes, motion carried.

2. Public Hearing on Ordinance No. 2026-526 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone Andersen Addition – Part Three, from R-12/OPD Concept District to R-1C, in the City of Tiffin, Iowa, Johnson County, Iowa

- a. Close Public Hearing and Proceed to H-3

Motion to open Public Hearing on Ordinance No. 2026-526 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone Andersen Addition – Part Three, from R-12/OPD Concept District to R-1C, in the City of Tiffin, Iowa, Johnson County, Iowa by Schnedler.

Second by Orris.

Roll Call: Schnedler, Limkemann, Orris, Olney, Johnson.

Discussion: Nothing Received at City Hall.

Motion to close Public Hearing on Ordinance No. 2026-526 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone Andersen Addition – Part Three, from R-12/OPD Concept District to R-1C, in the City of Tiffin, Iowa, Johnson County, Iowa by Olney.

Second by Orris.

Roll Call: Limkemann, Orris, Olney, Johnson, Schnedler.

All ayes, motion carried.

## **H. Ordinance Approval/Amendment**

1. Ordinance No. 2026-524 – An Ordinance Amending the Municipal Code of Tiffin Amending Chapter 56 – Dog and Cat Licenses Required for the City of Tiffin, Iowa

- a. Motion to Approve Third and Final Reading

Motion to approve Ordinance No. 2026-524 – An Ordinance Amending the Municipal Code of Tiffin Amending Chapter 56 – Dog and Cat Licenses Required for the City of Tiffin, Iowa by Orris.

Second by Johnson.

Roll Call: Olney, Johnson, Schnedler, Limkemann, Orris.

All ayes, third and final reading approved.

2. Ordinance No. 2026-525 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone Andersen Addition – Part Three, from R-12/OPD Concept District to R-1D/OPD Site and Concept District for Lotus Hill North, in the City of Tiffin, Iowa, Johnson County, Iowa

- a. Motion to Approve First Reading and Proceed to Second Reading

Motion to approve Ordinance No. 2026-525 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone Andersen Addition – Part Three, from R-12/OPD Concept District to R-1D/OPD Site and Concept District for Lotus Hill North, in the City of Tiffin, Iowa, Johnson County, Iowa by Johnson.

Second by Schnedler.

Roll Call: Johnson, Schnedler, Limkemann, Orris, Olney.

All ayes, first reading approved.

3. Ordinance No. 2026-526 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone Andersen Addition – Part Three, from R-12/OPD Concept District to R-1C, in the City of Tiffin, Iowa, Johnson County, Iowa

- a. Motion to Approve First Reading and Proceed to Second Reading

Motion to approve Ordinance No. 2026-526 – An Ordinance Amending the Official Zoning Map of the City of Tiffin, Iowa, to Rezone Andersen Addition – Part Three, from R-12/OPD Concept District to R-1C, in the City of Tiffin, Iowa, Johnson County, Iowa by Orris.

Second by Johnson.

Roll Call: Orris, Olney, Johnson, Schnedler, Limkemann,

All ayes, motion carried.

## **I. Resolutions for Approval**

1. Resolution No. 2026-020 – A Resolution Approving Temporary No Parking on the East Side of Creekside Drive from Oakdale Boulevard to Hillside Drive until the completion of the North Park Road Project. Motion to approve by Orris.

Second by Schnedler.

Roll Call: Johnson, Schnedler, Limkemann, Orris, Olney.

All ayes, motion carried.

2. Resolution No. 2026-021 – A Resolution Approving the Final Plat of 80/380 Commerce Park Second Addition. Motion to approve by Orris.

Second by Johnson.

Roll Call: Schnedler, Limkemann, Orris, Olney, Johnson.

All ayes, motion carried.

3. Resolution No. 2026-022 – A Resolution Approving the Partial Release of the Escrow for 80/380 Commerce Park First Addition. Motion to approve by Orris.  
Second by Johnson.  
Roll Call: Limkemann, Orris, Olney, Johnson, Schnedler.  
All ayes, motion carried.
4. Resolution No. 2026-023 – A Resolution Setting the Date of April 21, 2026, for a Public Hearing for the FY 2026-2027 Budget. Motion to approve by Orris.  
Second by Schnedler.  
Roll Call: Orris, Olney, Johnson, Schnedler, Limkemann,  
All ayes, motion carried.
5. Resolution No. 2026-024 –A Resolution Setting the Public Hearing on April 21, 2026, to rezone Lots 56, 57 and 58 of Tiffin Heights West from C-2B to P-1. Motion to approve by Orris.  
Second by Johnson.  
Roll Call: Olney, Johnson, Schnedler, Limkemann, Orris.  
All ayes, motion carried.
6. Resolution No. 2026-025 – A Resolution Approving No Parking on both sides of East Greenfield Drive. Motion to approve by Olney.  
Second by Johnson.  
Roll Call: Johnson, Schnedler, Limkemann, Orris, Olney.  
All ayes, motion carried.

**J. Old Business**

1.

**K. Motions for Approval**

1. Consideration of Payables List – Motion to approve by Johnson.  
Second by Orris.  
All ayes, motion carried.
2. Discussion and Consideration of Change Order #14 – Boomerang Corporation – North Park Road Improvements Project – Motion to approve by Orris.  
Second by Schnedler.  
All ayes, motion carried.
3. Discussion and Consideration of Pay Application #11 – Boomerang Corporation – North Park Road Improvements Project – Motion to approve by Schnedler.  
Second by Orris.  
All ayes, motion carried.
4. Discussion and Consideration of Change Order #2 – Tricon Construction – Tiffin Water Treatment Facility Upgrade Project – Motion to approve by Olney.  
Second by Orris.  
All ayes, motion carried.
5. Discussion and Consideration of Pay Application #7 – Tricon Construction – Tiffin Water Treatment Facility Upgrade Project – Motion to approve by Orris.  
Second by Johnson.  
All ayes, motion carried.
6. Discussion and Consideration of Approval of State Revolving Fund (SRF) Reimbursement Request #3 – Water Treatment Facility Upgrade Project – Motion to approve by Orris.  
Second by Schnedler.  
All ayes, motion carried.

7. Discussion and Consideration to Purchase Cushman Hauler and Council Action as Needed. Motion to approve by Orris.  
Second by Johnson.  
All ayes, motion carried.
8. Discussion and Consideration to Purchase Ventrac Tiller Attachment and Council Action as Needed. Motion to approve by Olney.  
Second by Orris.  
All ayes, motion carried.
9. Discussion and Consideration to Purchase Kubota Zero-Turn Mower and Council Action as Needed. Motion to approve by Orris.  
Second by Johnson.  
All ayes, motion carried.
10. Discussion and Consideration of Tiffin Public Restrooms Bid at Deerview Park and Council Action as Needed. Motion to approve by Olney.  
Second by Schnedler.  
All ayes, motion carried.
11. Discussion and Consideration to Purchase a Hotsy Cleaning System for the Wastewater Department and Council Action as Needed. Motion to approve by Orris.  
Second by Johnson.  
All ayes, motion carried.

**L. Reports to be Received/Filed**

1. City Engineer's Report

**M. Reports from City Personnel**

1. Mayor's Report – Nothing to Report.
2. City Council Reports – Nothing to Report.
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 Department Report – Nothing to Report.
8. Law Enforcement Report – Nothing to Report.
9. City Attorney's Report – Nothing to Report.
10. City Administrator's Report – Included in Packet. Census number will be reported on Thursday.

**N. Adjournment**

Motion to adjourn by Schnedler.

Second by Orris.

All ayes, meeting adjourned at 7:46 PM.



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Abigail Hora, City Clerk

April 10th, 2026