

Tiffin City Council Work Session

Tiffin City Council Work Session

April 21, 2026 05:30 pm



April 21, 2025

@ 5:30 PM

City Council

Work Session

Tiffin City Hall

300 Railroad Street, Tiffin, Iowa 52340

www.tiffin-iowa.org

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

1. Call to Order

File: [Agenda](#)

2. A. Roll Call

File: [Work Session - Notes](#)

3. **B. Agenda Additions/Agenda Approval**
4. **C. Review of Park Place City Center future Buildings and Master Plan**
File: [Attachment](#)
5. **D. Discussion of Madden Addition Outlot B and the potential to convert it to a Buildable Lot**
File: [Attachment](#)
6. **E. Discussion and Final Review of Highway 6 Reconstruction Project prior to Submittal to the IDOT**
7. **F. Discussion and Review of Potential Partnership with Greater Iowa City for Economic Development Services**
File: [Attachment](#)
8. **G. Questions from Council Members regarding items on the Regular City Council Agenda or Reports**
9. **H. Other Business**
10. **I. Adjournment**

City of Tiffin, Iowa

Meeting: Tiffin City Council Work Session
Place: Tiffin City Hall, 300 Railroad Street, Tiffin, Iowa 52340
Date/Time: April 21, 2026 – **5:30 PM**
Web Page: www.tiffin-iowa.org
Posted: April 17, 2026 (website & front entry of City Hall)

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Call to Order – 5:30 PM

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CITY OF TIFFIN
CITY ADMINISTRATOR
REPORT TO THE CITY COUNCIL – NOTES FOR WORK SESSION ITEMS
April 17, 2026

- Scott Andersen will be at Tuesday night's work session to review the next proposed building in the Park Place City Center development (the Pacific) and provide an update on the overall buildout of Park Place. The Pacific, along with Marvin Gardens, represents a shift from the previous buildings of the New York, Ventnor, Baltic, and Boardwalk as both are proposed to be entirely residential. The Master Plan and building elevations are attached for Council review. This item is intended as a brief discussion to provide an overview of the project's direction moving forward.
- Dan Sweating would like to discuss with the Council the possibility of allowing Outlot B in Madden Addition – Part Two (part of Lot 55 OPD) to be developed as a single buildable lot, with access coming off of Ropp Way. The attached preliminary plat and the language in the site agreement only identify the outlot as open space to be privately owned and maintained by the homeowners' association. Because this outlot was not originally designated as a buildable lot in either the subdivision or the OPD, staff felt it was appropriate for Dan to present the concept to the Council for initial review before moving forward with any formal submittals.
- James Watters with MSA will provide the Council with a final review of the Highway 6 Reconstruction Project before it is submitted to IDOT next month. This review is intended to confirm that all previously discussed items (such as sidewalks, a pedestrian beacon, turning lanes, and traffic signals) have been incorporated into the overall project scope and in its final form prior to submission to the IDOT for their review.
- Nancy Bird, Cady Gerlach, Evan Doyle, and Tom Martinez from Greater Iowa City will be attending the meeting to discuss a potential partnership with the City for economic development services. A draft agreement is attached, and the Greater Iowa City team will present a PowerPoint during the meeting. Greater Iowa City collaborates with several communities across Johnson County to support and promote economic growth. A partnership with Greater Iowa City, and expanding their presence in Tiffin, could provide the City with an additional resource for advancing its economic development goals by utilizing their established connections, lead generation, and regional collaborations.



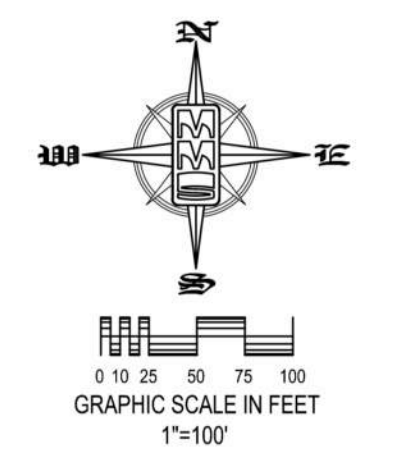
1 INTERSECTION TRAFFIC LIGHTS



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 ENVIRONMENTAL SPECIALISTS
 1917 S. GILBERT ST.
 IOWA CITY, IOWA 52240
 (319) 351-6282
 www.mmsconsultants.net

| Date | Revision |
|------|----------|
| | |

MASTER PLAN



PARK PLACE CITY CENTER

TIFFIN JOHNSON COUNTY IOWA

MMS CONSULTANTS, INC.

| | |
|-----------------|------------|
| Date: | 11/19/2024 |
| Designed by: | KJB |
| Drawn by: | BAH |
| Checked by: | KJB |
| Project No.: | 6385-062 |
| Field Book No.: | |
| Scale: | 1"=100' |
| Sheet No.: | 1 |
| of: | 1 |



FOREVERGREEN ROAD

GREENHILL AVENUE

AREA URBAN

P P P P



2 SOUTH ELEVATION
AA1 1/16" = 1'-0"



3 EAST ELEVATION
AA1 1/16" = 1'-0"



2 NORTH ELEVATION
AA1 1/16" = 1'-0"



1 WEST ELEVATION
AA1 1/16" = 1'-0"

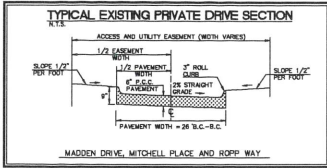




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PRELIMINARY PLAT MADDEN ADDITION - PART TWO TIFFIN, IOWA

PLAT PREPARED BY: MMS CONSULTANTS INC. 1917 S. GILBERT STREET IOWA CITY, IA 52242
OWNER/APPLICANT: MHB PROPERTIES LLC P.O. BOX 437 HILLS, IOWA 52235
APPLICANT ATTORNEY: MATTHEW J. ADAM 1150 5TH STREET, SUITE 170 CORALVILLE, IOWA 52241



| LOTS | ZONING | SETBACKS * | (VARIES PER USE) |
|---------------|------------------------------|------------------------------|------------------|
| LOT 1 THRU 35 | DPD (LOT 35 MADDEN DISTRICT) | FRONT (PUBLIC STREET) | -30 FEET |
| | | FRONT (PRIVATE STREET) | -20 FEET |
| | | CORNER SIDE (PRIVATE STREET) | -10 FEET |
| | | REAR | -20 FEET |
| | | SIDE | -7 FEET |

DESCRIPTION - MADDEN ADDITION - PART TWO

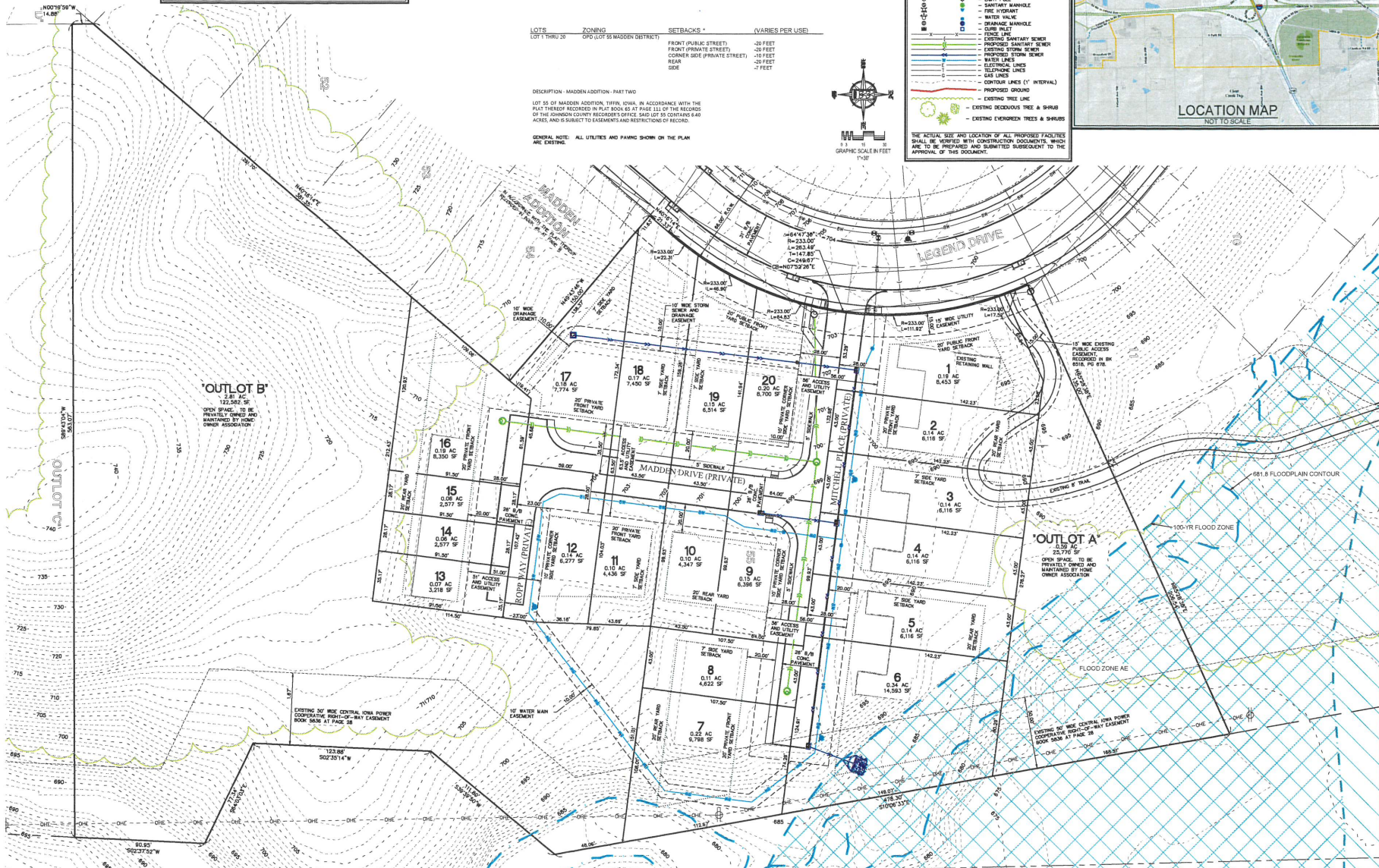
LOT 55 OF MADDEN ADDITION, TIFFIN, IOWA, IN ACCORDANCE WITH THE PLAT THEREOF RECORDED IN PLAT BOOK 63 AT PAGE 113 OF THE RECORDS OF THE JOHNSON COUNTY REGISTER'S OFFICE, SAID LOT 55 CONTAINS 8.46 ACRES, AND IS SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

GENERAL NOTE: ALL UTILITIES AND PAVING SHOWN ON THE PLAN ARE EXISTING.

STANDARD LEGEND AND NOTES

- PROPERTY &/or BOUNDARY LINES
- CONGRESSIONAL SECTION LINES
- RIGHT-OF-WAY LINES
- EXISTING RIGHT-OF-WAY LINES
- EXISTING CENTER LINES
- EXISTING CENTER LINES
- LOT LINES, EITHER
- EXISTING EASEMENTS OR BY DEED
- PROPOSED EASEMENTS LINES
- EXISTING EASEMENTS LINES
- EXISTING DIMENSIONS
- (0) CORNER IDENTIFIER
- PROP. 22-1 CORNER IDENTIFIER
- POWER POLE
- POWER POLE W/STOP
- POWER POLE W/TURN
- POWER POLE W/AIR
- SPLIT POLE
- LIGHT POLE
- SANITARY MANHOLE
- FIRE HYDRANT
- WATER VALVE
- DRAINAGE MANHOLE
- CURB INLET
- EXISTING SANITARY SEWER
- PROPOSED SANITARY SEWER
- EXISTING STORM SEWER
- PROPOSED STORM SEWER
- WATER LINES
- ELECTRICAL LINES
- GAS LINES
- CONTIGUOUS LINES (1' INTERVAL)
- PROPOSED GROUND
- EXISTING TREE LINE
- EXISTING DECIDUOUS TREE & SHRUB
- EXISTING EVERGREEN TREE & SHRUBS

THE ACTUAL SIZE AND LOCATION OF ALL PROPOSED FACILITIES SHALL BE VERIFIED WITH CONSTRUCTION DOCUMENTS, WHICH ARE TO BE PREPARED AND SUBMITTED SUBSEQUENT TO THE APPROVAL OF THIS DOCUMENT.



PRELIMINARY PLAT

MADDEN ADDITION - PART TWO
TIFFIN JOHNSON COUNTY IOWA

MMS CONSULTANTS, INC.
Date: 03/27/2024
Designed by: JDM
Drawn by: JDM
Checked by: JDM
Project No: 6886-086
Scale: 1"=30'
Sheet No: 1
of 1

MEMORANDUM OF AGREEMENT

Re:

ANNUAL ECONOMIC DEVELOPMENT SERVICES

This Memorandum of Agreement is entered into by and between the City of Tiffin, a municipal corporation ("City"), and Greater Iowa City, Inc. ("Greater IC"). Together they are referred to as the "Parties."

Whereas, the City has stated Economic Development goals and strategies; and

Whereas, stated economic development goals and strategies include supporting organizations which help to incubate, grow, foster and create new business operations by providing non-traditional collaborative environments; and

Whereas, the City believes that it is in the community's best interest to actively partner with both the private sector and other local governments in the region to leverage support for economic growth that is consistent with City goals and strategies; and

Whereas, the amount of direct funding provided is \$15,000 from the General Fund [OR 10% of LOST funds, OR \$15,000 from servicing TIF Districts]

Whereas, Greater IC services that leverage funding of numerous private and public organizations and effectively provide entrepreneurial and small business assistance, business retention and expansion, and focused work on local economic development issues continue to provide value to the community well beyond the City's individual contributions.

The Parties therefore agree as follows:

1. The City agrees to provide to Greater IC's funding (payable in quarterly disbursements) for professional services from Greater IC, Inc. in fiscal year 2026 and may be revisited annually with consideration given to cost variables of service and the public budgeting environment.
2. Greater IC agrees to:
 - a. Administer small business assistance, business retention and expansion, and other focused local economic development services within Tiffin.
 - b. Report annually to the City on its performance of these activities.
 - c. Provide access to the City to the benefits provided by Greater IC per the corresponding investment level, including but not limited to, representation on Innovation Councils.

- d. Refrain from using any of the City-provided direct funding for political advocacy efforts.
- 3. Greater IC shall not discriminate against any person in employment or public accommodation because of race, religion, color, creed, gender identity, sex, national origin, sexual orientation, mental or physical disability, marital status or age. "Employment" shall include but not be limited to hiring, accepting, registering, classifying, promoting, or referring to employment. "Public accommodation" shall include but not be limited to providing goods, services, facilities, privileges and advantages to the public.
- 4. Either Party may terminate this agreement without cause upon sixty (60) days written notice.

Dated this ____ day of _____, 2026.

CITY OF TIFFIN, IOWA

GREATER IOWA CITY, INC.

By: Doug Boldt
City Administrator

Nancy Bird
President, CEO

Approved: _____
City Attorney's Office