



Tentative Agenda

Robins City Council

Monday September 18th, 2017

5:30 p.m. in Robins City Hall

(One or more members of the Council may be attending via Electronic Device)

Agenda:

1. Call the meeting to order
2. Pledge of Allegiance to the Flag
3. Roll Call
4. Approval of the Agenda
5. **CITIZEN COMMENTS** – Agenda Items (limited to three minutes each)
6. **CITIZEN COMMENTS** – Non-Agenda Items (limited to three minutes each)
7. **BUSINESS ITEMS:**
 - a. Motion to approve the Minutes of the September 5th, 2017 meeting. <Lori>
 - b. Review the 2015 On-going Commitments/Priorities; New Priority Projects, Programs, Policies and Initiatives; and Organizational Effectiveness.
8. Motion to Adjourn



ROBINS CITY COUNCIL MINUTES OF THE SEPTEMBER 5, 2017 MEETING

Mayor Hinz called the meeting to order at 7:00 p.m. in the Robins City Hall on Tuesday, September 5th, 2017. After the Pledge of Allegiance to the Flag, roll call was taken with City Councilors Roger Overbeck, Marilyn Cook, Don Norton, Dick Pilcher and Brad Sevcik present along with Engineer Dax Suntken, Attorney Ryan Tang, Building Official Vince Bading, City Clerk/Treasurer Lori Pickart and 6 guests. Norton moved to approve the agenda, Sevcik seconded and all voted aye.

COMMITTEE REPORTS

- ◇ Mayor Hinz commented the Main Street Reconstruction continues.
- ◇ Streets Coordinator Brad Sevcik noted Main Street is coming right along. Bading noted the contractor has filled a large bog between the railroad tracks and Northaven Drive and paved the area today.
- ◇ Safety Coordinator Dick Pilcher thanked Mayor Hinz and Lori Pickart for organizing a meeting to fine tune the proposed Ordinance relating to parking on private property adding this will be discussed at the next regular meeting.
- ◇ Finance Coordinator Marilyn Cook reported everything is moving smoothly in finance. She noted the Road Use Fund should increase \$60-\$70K this year due to the new census figures.
- ◇ Parks Coordinator Don Norton advised the group of the upcoming Civic Club meeting on 9/12, 7:00 p.m. at City Hall. He noted the parks have been busy all summer, adding there was some vandalism this past weekend at the South Troy Park.
- ◇ Public Works Coordinator Roger Overbeck noted engineering has performed an elevation evaluation for the property on Emerald Court to see if the sump pump water would drain to the north, but the results have not yet been completed. Bading noted the drainage problem on the south side of Chester Court has been repaired.
- ◇ Engineer Dax Suntken reported that Main Street has been paved between the tracks and Northaven Drive, adding they should be finishing the intersection in the next day or so and get the area opened next week. It was noted the Boyson Road off ramp to I-380 is also slated to be closed in the very near future, which will force traffic to County Home Road which is also under construction.

There were no citizen comments. Cook moved to approve the consent agenda, Pilcher seconded. Cook then asked the payment to the Robins Economic Development Initiative be removed from the list of bills until a financial report be provided to the City Council. Pickart asked the additional list of bills be added to the bills submitted for payment. On the vote, all voted aye to approve the Consent Agenda as amended. Items approved were the Minutes of the August 21st, 2017 meeting; the Financial Report; the List of Bills Submitted and added to; and Resolution No. 0917-3 approving Pay Request #4 to BWC Companies in the amount of \$140,594.24 for work done on the East Main Street Reconstruction Troy to Mentzer.

NEW BUSINESS

- a. 2017 Street Finance Report. Pickart explained the 2017 City Street Finance Report to the Council. Sevcik moved to approve Resolution No. 0917-1 approving the 2017 City Street Finance Report, Overbeck seconded and all voted aye.

- b. Frentress Drive Street Lights. The Council tabled this item until further clarification could be obtained.
- c. Robins Square Rezoning. Mayor Hinz noted the developer has withdrawn the request to rezone lots 3 & 4 of Robins Square from C-1 Central Commercial Business District to a Mixed Use/Planned Unit Development (PUD). Because of the developer's action to rescind the original request, the council does not need to take any further action.

NEW BUSINESS

- a. Cambridge Heights First Addition. Cook moved to approve Resolution No. 0917-4 accepting the improvements and streets in the Cambridge First Addition to Robins, Norton seconded. It was noted all improvements have been completed and the 4-year Maintenance Bonds have been received. On the vote, all voted ayes.
- b. Woods Edge at Dry Creek Final Plat. Pilcher moved to approve Resolution No. 0917-6 approving the final plat, Sevcik seconded and all voted aye.
- c. Woods Edge at Dry Creek Improvements. It was confirmed all outstanding items have been completed and the 4-year Maintenance Bonds have been received. Sevcik moved to approve Resolution No. 0917-7 accepting the Woods Edge at Dry Creek First Addition, Pilcher seconded and all voted aye.
- d. Plat of Survey No. 2176. Cook moved to approve Resolution No. 0917-8, approving Plat of Survey No. 2176 which divides lot 12 of the Woods Edge at Dry Creek First Addition to enable construction of a duplex condo, Norton seconded. There was no discussion and all voted aye.

Sevcik moved to adjourn at 7:38 p.m., Overbeck seconded and all voted aye.

Chuck Hinz, Mayor

ATTEST:

Lori Pickart, City Clerk/Treasurer

Organizational Effectiveness

*		The Mayor and City council reviewed a variety of ideas relating to improving organizational effectiveness to accomplish the selected goals and priorities. After review and discussion, the Mayor and City Council selected the following steps to improve organization effectiveness.	September 19th, 2016 Review	February 6, 2017 Review	September 18th, 2017
*	*	Continue the goal for the Council and City Departments to control spending.	On going	on going (witnessed in budget)	
*	*	Hold work sessions every six months to review the status of implementing the priorities identified in the goal setting report; use the goal setting report as a guideline for city actions.	On going	on going	
*	*	Continue to explore methods to enhance communications with citizens.	Continuing challenge	Continuing challenge - text messaging? ie, adhoc library committee)	
*	*	Conduct financial impact/cost-benefit analysis of proposed new major developments/annexation requests.	On going	on going/as needed	
*	*	Update policy manual	Done/on going	on going/as needed	

On-going Commitments/Priorities

		September 19th, 2016 Review	February 6, 2017 Review	September 18th, 2017 Review
	The following were identified as on-going commitments/priorities for the upcoming 24 month period.			
*	Continued participation in regional Dry Creek/Indian Creek trunk sewer project	On going, continue to make payments	on going, on first part of phase 3	
*	Continue sanitary sewer infiltration/remediation activities	More to do this fall	on going	
*	Complete blacktop or concrete remainder of seal coated streets	Completed North Troy Rd	completed to date	
*	Continue to move forward Tower Terrace/I-380 interchange and lobby for funding.	On going.	on going	
*	Continue drainage improvements in neighborhoods	Finished Cypress problem.	on going	
*	Continue implementation of the plan to improve appearance of Main Street	On going.	in progress	
*	Construct urban cross section of Main Street from Troy Road to Mentzer Road.	Construction next spring (2017)	in progress	
*	Continue to retrofit water in existing subdivisions	On going	as requested	
*	Utility obligations of city relating to Flynn properties	On going,	as needed	
*	South Troy Park - add trail and bridge to connect to Cedar Valley Nature Trail	98% Completed	done	
*	Woodland Drive trail connection	Completed	done	
*	Continue economic development initiatives and continue to support REDI	On going	on going	
*	Develop a 5-year staffing plan	from city staff	in process	
*	Develop plan for downtown/original town revitalization	Need to do yet	Working on adhoc committee	
*	Develop water and sewer extension policy	Working on	done	
*	Make a decision regarding Northwest Regional Retention Plan	Working on	working on	

New Priority Projects, Programs, Policies and Initiatives

		September 19, 2016 Review	February 6, 2017 Review	September 18th, 2017 Review
	The Mayor and City Council reviewed potential new projects, programs, policies and initiatives for consideration and selected the following as priorities for the upcoming 24 month period (listed in priority order):			
*	Develop a formal employee evaluation process	Done	Done	
*	Evaluate need for potential expansion of RBI-type programs to involve community. (flag football, dodgeball, kickball, sand volleyball)	What is next/perform survey?	What is next/perform survey?	
*	Develop plan for future growth of municipal buildings	Need to do	creating adhoc committee	
*	Work on sewer development/sewer connection fees	In process	done	
*	Renew 28E annexation agreement with Hiawatha	In process	in process	
*	Develop maintenance agreement with Hiawatha regarding Robins Road and other joint jurisdiction roads	On going discussions	on going discussions	