MEETING MINUTES OF THE WEST LIBERTY CITY COUNCIL

WEST LIBERTY, IOWA July 15th, 2025

There was a City Council work session with Electric Superintendent Cody Franklin. Mayor Mark Smith called the work session to order at 5:35 p.m. Councilmembers in attendance: Mayor Pro Tem Cara McFerren, Councilmember Omar Martinez, Councilmember Tim Parizek, and Councilmember Dana Dominguez. Councilmember Josh Shiltz was absent from the meeting. City Staff in attendance: City Manager Lee Geertz, City Clerk Shari Hoffert, and Electric Superintendent Cody Franklin. The work session was to go over discussion about the interconnect agreement with Alliant Energy for Liberty Park on the south side of town, assistance through Lathram, Ervin, Vognsen & Associates, Inc. for back billing and plans for moving forward, and the increased cost of energy due to the large surge in demand. Franklin communicated about the current interconnect agreement and the plans moving forward. Franklin communicated that the City has an opportunity to receive help from LEV to go through the history and restructure the agreement moving forward. Franklin communicated about the current manner of acquiring power and discussed with Council the other options that are available for the future in the City of West Liberty. Franklin also discussed the increased cost of energy due to the large surge in demand. The work session can be viewed at www.cityofwestlibertyia.org .

Mayor Mark Smith called the Regular Council meeting to order at 6:36 p.m. Councilmembers in attendance: Mayor Pro Tem Cara McFerren, Councilmember Omar Martinez, Councilmember Tim Parizek, and Councilmember Dana Dominguez. Councilmember Josh Shiltz was absent from the meeting. City Staff in attendance: City Manager Lee Geertz, City Clerk Shari Hoffert, Electric Superintendent Cody Franklin, Communications Specialist Brittany Woodson, Police Chief Josh Houser, and new Police Officer Jorge Perez. The Council Meeting can be viewed at www.cityofwestlibertyia.org .

The City Council approved the agenda. Dominguez/Martinez (4-0)

The City Council approved the consent agenda. Parizek/Dominguez (4-0)

There was a public hearing on Amending the Code of Ordinances of the City of West Liberty, Iowa, by Amending Provisions pertaining to Water Rates.

The public hearing on Amending the Code of Ordinances of the City of West Liberty, Iowa, by Amending Provisions pertaining to Water Rates was opened by roll call vote. McFerren/Martinez Parizek-Y, McFerren-Y, Dominguez-Y, Martinez-Y (4-0)

There were no public comments or correspondence during the hearing.

The public hearing on Amending the Code of Ordinances of the City of West Liberty, Iowa, by Amending Provisions pertaining to Water Rates was closed by roll call vote. McFerren/Martinez Martinez-Y, Dominguez-Y, McFerren-Y, Parizek-Y (4-0)

Ordinance 20250715-12: An Ordinance Amending the Code of Ordinances of the City of West Liberty, Iowa, by Amending Provisions to Water Rates First Reading was approved by roll call vote. McFerren/Dominguez McFerren-Y, Martinez-Y, Parizek-Y, Dominguez-Y (4-0)

There was a public hearing on Amending the Code of Ordinances of the City of West Liberty, Iowa, by Amending Provisions pertaining to Sewer Rates.

The public hearing on Amending the Code of Ordinances of the City of West Liberty, Iowa, by Amending Provisions pertaining to Sewer Rates was opened by roll call vote. McFerren/Dominguez Dominguez-Y, McFerren-Y, Parizek-Y, Martinez-Y (4-0)

There were no public comments or correspondence during the hearing.

The public hearing on Amending the Code of Ordinances of the City of West Liberty, Iowa, by Amending Provisions pertaining to Sewer Rates was closed by roll call vote. McFerren/Parizek Martinez-Y, Dominguez-Y, Parizek-Y, McFerren-Y (4-0)

Ordinance 20250715-13: An Ordinance Amending the Code of Ordinances of the City of West Liberty, Iowa, by Amending Provisions to Sewer Rates First Reading was approved by roll call vote. McFerren/Dominguez Dominguez-Y, Martinez-Y, McFerren-Y, Parizek-Y (4-0)

Reports: City Manager Geertz communicated in addition to her written report she had a meeting with WELEAD Director Phil Wiese to identify goal setting sessions, updating the current agreement with WELEAD, and the possibility of extending the matching fund grant to residential properties. Geertz communicated the assets were transferred over to the West Liberty and Rural Townships Fire and Rescue Agency on July 1st, 2025, and there is continued work with the Agency to get the rest of the operations set up. Geertz communicated that there have been conversations about the City turning of the Ambulance Credit Cards. Geertz clarified that the cards were not turned off and the Ambulance Department has located the correct cards. Geertz communicated there is still work being completed on the highway annexation. Mr. Christensen has the agreement and has communicated he will be having his attorney look over the paperwork. The last property for Century Link is currently working on their application. If both items are returned and completed, the City would be looking at 100% voluntary annexation. Police Chief Josh Houser introduced the new Police Officer Jorge Perez. Houser communicated Perez is returning back to West Liberty as he had attended middle school in the West Liberty Community School District. Perez is bilingual and comes to the City of

West Liberty from Oakdale. He will be attending the Academy in September. Mayor Mark Smith communicated that the University of Iowa Mobile Clinic will be at the City Administration Building on July 26th, 2025, for school physicals from 10:00 a.m.-3:00 p.m. Smith communicated that City Manager Geertz found an examination table for the Mobile Clinic, and this will allow more adequate space for the Clinic to use for the purposes intended at the City Administration Building. Mayor Smith communicated that the 1st Annual Meeting for the West Liberty and Rural Townships Fire and Rescue Agency was held on July 2nd, 2025, to comply with the 28e Agreement. During the meeting the Fire Chief was appointed.

Vendor Voucher Claims List #1 in the amount of $964,123.33 was approved. McFerren/Martinez (4-0)

During the Public Comment Section: Arturo Cavazos from 816 N Columbus St. addressed Council with a public comment to address concerns with the variance process concerning a variance application he had filed for his property. Cavazos communicated he would be submitting his statement as a PDF for the record. Councilmember Martinez communicated that this is fair week, and he hopes to see everyone down at the fair. Martinez communicated this is a big event and there will be a lot of traffic in the community. Councilmember Dana Dominguez communicated that she attended Local Progress with approximately 500 elected officials. Dominguez communicated this is a wonderful event and it helped her reach her decision to run for City Council again due to the motivational speakers. City Manager Lee Geertz communicated that Chamber Director Jacob Lane wanted to extend his appreciation to the West Liberty Police Department and the City of West Liberty for their help with the fair parade and picnic in the park. Geertz communicated that Lane expressed that the City's support was exceptional and that this year was one of the most successful parades and picnics they have had in years and a large part of that was the assistance from the City.

There was Discussion and Appropriate Action by the City Council of West Liberty, IA, 52776 on the Event Assistance and Street Closure Application from Eulenspiegel Puppet Theatre for the Children's Festival on September 13th, 2025. Stephanie Velez communicated that this will be the same event as held in previous years. The clean-up will start around 10:00 p.m. on the night of the event and then will continue the next morning. Velez communicated that any volunteers would be greatly appreciated. There was a motion to approve the Event Assistance and Street Closure Application from Eulenspiegel Puppet Theatre for the Children's Festival on Septer 13th, 2025. Parizek/Martinez (4-0)

There was Discussion and Appropriate Action by the City Council of West Liberty, IA, 52776 on early closure for the Chamber Golf Outing on August 28th, 2025, for Staff participation. City Manager Geertz communicated that she provided a memo and encouraged City Council and the Mayor to participate as well. There was a motion to approve early closure for the Chamber Golf Outing on August 28th, 2025, for Staff participation. Martinez/McFerren (4-0)

There was Discussion and Appropriate Action by the City Council of West Liberty, IA, 52776 on the Relocation of City Administrative Staff and Operations to 111 W 7th Street, City Administration Building. Mayor Mark Smith communicated that there has been input provided by Staff that would be working in the area. Smith communicated that once Staff is in the building there will be a better understanding of what will need to be updated throughout the building. City Manager Geertz communicated that she is looking for Council's approval for the move as the City is now at a place where this move will benefit operations. There was a motion to approve the relocation of City Administrative Operations to 111 W 7th Street under a 90-day transition plan provided by Staff. The motion was approved by roll call vote. McFerren/Parizek McFerren-Y, Martinez-Y, Dominguez-Y, Parizek-Y (4-0)

Resolution 20250715-267: A Resolution Approving and Adopting the City of West Liberty Information Security Use Policy was approved by roll call vote. McFerren/Martinez Parizek-Y, McFerren-Y, Dominguez-Y, Martinez-Y (4-0)

Resolution 20250715-268: A Resolution Approving and Adopting the City of West Liberty Acceptable Use Policy as an Administrative Policy was approved by roll call vote. McFerren/Martinez Martinez-Y, Parizek-Y, McFerren-Y, Dominguez-Y (4-0)

Resolution 20250715-269: A Resolution to Approve Pay Estimate No. 2 from Triple B Construction, Inc. for the Evans Avenue Sanitary Gravity Sewer Extension Project in the City of West Liberty, IA, 52776 was approved by roll call vote. McFerren/Parizek Dominguez-Y, Martinez-Y, Parizek-Y, McFerren-Y (4-0)

Resolution 20250715-270: A Resolution to Approve Payment for Fiscal Year 2025-2026 to the West Liberty and Rural Townships Fire and Rescue Agency for entire Budgeted Amount of $95,500 was approved by roll call vote. Dominguez/Martinez McFerren-Y, Parizek-Y, Dominguez-Y, Martinez-Y (4-0)

Resolution 20250715-271: A Resolution to Adopt the Written Employee Policy Handbook for the City of West Liberty, IA, 52776 was approved by roll call vote. McFerren/Martinez Martinez-Y, Dominguez-Y, Parizek-Y, McFerren-Y (4-0)

MEETING MINUTES OF THE WEST LIBERTY CITY COUNCIL

WEST LIBERTY, IOWA July 15th, 2025

Resolution 20250715-272: A Resolution to Consider Entering into an Agreement with a Vendor to Assist with Interconnect Billing and Back Billing due was approved by roll call vote. Martinez/Parizek Parizek-Y, McFerren-Y, Martinez-Y, Dominguez-Y (4-0)

City Council set the date for Public Hearing for Fiscal Year 25-26 Budget Amendment No. 1 for August 5th, 2025, at 6:30 p.m. by consensus.

Mayor Mark Smith and City Manager Lee Geertz gave a preview of the August 5th, 2025, agenda items to include but not limited to: the second readings of the Water and Sewer Rate Ordinances and possible contract with a recreation program to help set programs for the West Liberty Parks and Recreation Staff.

There was a motion to adjourn at 7:18 p.m. Martinez/McFerren (4-0)

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Mayor, Mark Smith

ATTEST:

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City Clerk, Shari Hoffert