MEETING MINUTES OF THE WEST LIBERTY CITY COUNCIL

WEST LIBERTY, IOWA October 20th, 2026

The City Council of West Liberty, IA, had a work session to go over the Website Update Project conducted by Public Relations Specialist Brittany Woodson. Mayor Mark Smith called the work session to order at 5:30 p.m. City Councilmembers in attendance: Councilmember Josh Shiltz, Mayor Pro Tem Cara McFerren, and Councilmember Tim Parizek. City Staff in attendance: City Manager Lee Geertz and Public Relations Specialist Brittany Woodson. Woodson provided proposal details submitted by CivicPlus, to include an initial website redesign and two modules for ADA and record retention compliances. There were no decisions made regarding the Website Update Project during the work session. The work session ended at 6:21 p.m. The work session video can be viewed at www.cityofwestlibertyia.org.

Mayor Mark Smith called the Regular Council Meeting to order at 6:30 p.m. by roll call. City Council Members in attendance: Councilmember Josh Shiltz, Mayor Pro Tem Cara McFerren, Councilmember Dana Dominguez, and Councilmember Tim Parizek. City Staff in attendance: City Manager Geertz, Public Relations Specialist Brittany Woodson, and Library Director Allie Paarsmith. The full video can be viewed on the City website at www.cityofwestlibertyia.org.

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

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

There was a Public Hearing on the Zoning Request from DKD Development, Harvest Development for Parcel "P", consisting of approximately 24.27 acres located north of East 17th Street, from R-1 Residential District to R-2 Residential District.

The Public Hearing on the Zoning Request from DKD Development, Harvest Development, North of E 17th Street, Parcel "P" was opened by roll call vote. Shiltz/Dominguez Shiltz-Y, McFerren-Y, Dominguez-Y, Parizek-Y (4-0)

There were no public comments or correspondence during the Public Hearing.

The Public Hearing on the Zoning Request from DKD Development, Harvest Development, North of E 17th Street, Parcel "P" was closed by roll call vote. Shiltz/McFerren Parizek-Y, Dominguez-Y, McFerren-Y, Shiltz-Y (4-0)

Ordinance No. 20261020-17: An Ordinance Amending the City of West Liberty Zoning Map to Rezone Parcel "P," consisting of approximately 24.27 acres, from R-1 Residential District to R-2 Residential District was approved by roll call vote. Dominguez/Parizek Dominguez-Y, McFerren-Y, Shiltz-Y, Parizek-Y (4-0)

A Motion to waive the 2nd and 3rd Readings were approved by roll call vote. Dominguez/Parizek McFerren-Y, Shiltz-Y, Parizek-Y, Dominguez-Y (4-0)

Reports: Council discussed items submitted in the City Engineer report, with City Manager sharing coordination efforts from on-site construction companies and homeowners on East 6th Street, information on the electric pole updates, and clarification on project scope concerning secondary lines connected directly to homes. Council also received updates on the Pool Project process. City Manager Lee Geertz supplemented her report with an update on the hiring of two Administrative Clerks, with plans to onboard in November. Council Member Josh Shiltz gave a Personnel Committee report on the progress of hiring a new City Clerk, with plans for a second round of interviews. Mayor Mark Smith gave a report on the October 12th Fire Agency meeting, including current roster data, finance planning efforts, and billing requirement responsibilities from the City. There was discussion about improving transparency through recording future agency board meetings, as a motion was proposed by Mayor Smith at the Agency meeting and was not passed. Mayor Smith also stated the Annual Fire Agency board meeting is set for November 9th, 2026. Council Member Dana Dominguez communicated her attendance at the Deepu Chowk groundbreaking ceremony, with congratulations on the event.

Vendor Voucher Claims List #1 (Reg, Bond, Prepaid) in the amount of $1,425,204.34 was approved. Dominguez/McFerren (4-0)

During the public comments and/or correspondence section of the meeting, there were no comments from the public.

Resolution 20261020-398: Resolution Approving Voluntary Annexation of MHP Investments, LLC (49.24 Acres - Harvest Development Parcel "O") was approved by roll call vote. Dominguez/McFerren Dominguez-Y, McFerren-Y, Shiltz-Y, Parizek-Y (4-0)

Resolution 20261020-399: Resolution to fix a date for a public hearing on proposal to enter into a Sewer Revenue Loan and Disbursement Agreement and to borrow money thereunder in a principal amount not to exceed $4,800,000 was approved by roll call vote. McFerren/Shiltz McFerren-Y, Shiltz-Y, Parizek-Y, Dominguez-Y (4-0)

Resolution 20261020-400: Resolution Approving Change Order No 2 For The E 6th Street Reconstruction Project From Columbus St to Corn St was approved by roll call vote. Dominguez/Parizek Shiltz-Y, Parizek-Y, Dominguez-Y, McFerren-Y (4-0)

Resolution 20261020-401: Resolution Approving Pay Application No. 2 For The E 6th Street Reconstruction Project From Columbus St to Corn St was approved by roll call vote. Dominguez/McFerren Parizek-Y, Dominguez-Y, McFerren-Y, Shiltz-Y (4-0)

Resolution 20261020-402: Resolution Approving A Two-Year Agreement With CivicPluc For Municipal Website Redesign and Integration Program was approved by roll call. Shiltz/McFerren Dominguez-Y, McFerren-Y, Shiltz-Y, Parizek-Y (4-0)

Council Public Safety Committee Meeting date was scheduled for November 3rd at 5:oo p.m. and the Finance Committee Meeting date was scheduled for November 4th at 6:00 p.m.

MEETING MINUTES OF THE WEST LIBERTY CITY COUNCIL

WEST LIBERTY, IOWA October 20th, 2026

Mayor Mark Smith provided a preview of the November 3rd Council Meeting.

There was a motion to adjourn the Regular Council Meeting by consent vote at 7:05. McFerren/Parizek (4-0)

_____
Mayor, Mark Smith

ATTEST:

_____
Interim City Clerk, Lee Geertz