

City of Elkhart
Minutes
September 15, 2025

1. Call to Order A regular meeting of the Elkhart City Council was called to order by Mayor Pro Tem Angie Schaffer on Monday, September 15, 2025 at 6:00 p.m. at the Elkhart Community Center.

2. Pledge of Allegiance: Mayor Pro Tem Angie Schaffer led the Pledge of Allegiance.

3. Roll Call: Council Members Present: Rob Fouraker, Angie Schaffer, Jill Edler. Absent: Brad Campbell, Brad Fordyce.

4. Approval of Agenda: Council Member Fouraker moved, Edler seconded, to approve the September 15, 2025 agenda without amendment. Ayes: Fouraker, Edler, Schaffer. Absent: Campbell, Fordyce.

5. Citizen Hearing and Other Communications

a. Polk County Sheriff Report: Sheriff reported 44 calls were responded to in August.

b. Scott Drey-Fire Chief: Fire Chief reported 12 calls were responded to in August.

c. Public Comments on items not on the Agenda - 3-minute limit: Alli Allison 109 NE Allison Ave- requested permission to install a fence.

6. Consent Agenda: Council Member Fouraker made a motion to approve the Consent Agenda, seconded by Edler. Ayes: Fouraker, Edler, Schaffer. Absent: Campbell, Fordyce.

a. Approval of City Council Meeting Minutes of August 18, 2025

b. Approval of August and September Claims Submitted

c. Receive and File - August 2025 Budget Report by Function

d. Receive and File - August 2025 Treasurers Report

e. Receive and File - August 2025 Balance Sheet

f. Receive and File - August 2025 Revenue & Expense Report

g. Receive and File - FY 2025 Outstanding Obligations Report

h. Resolution #2025-50; A Resolution Approving an Amendment to the City of Elkhart Personnel Policy and Procedure Manual

i. Resolution #2025-51; A Resolution Approving Financial Transfers

j. Resolution #2025-52; A Resolution Authorizing an Amendment to Resolution #2024-120

7. Business Items

a. Appoint Member to Parks and Recreation Board: After a lengthy discussion regarding the number of qualified candidates Council requested City Administrator research extending the number of Parks Board members from five to seven members. Council Member Fouraker made a motion to appoint Kara Hetrick to the Parks and Recreation Board, seconded by Edler. Ayes: Fouraker, Edler, Schaffer. Absent: Campbell, Fordyce.

b. Second Reading of Ordinance No. 2025-6 An Ordinance Amending the Elkhart Code of Ordinances Chapters 110 and 111 to Provide For a 2% Natural Gas and Electric Franchise Fee: Council Member Fouraker made a motion to approve second reading of Ordinance No. 2025-6, seconded by Edler. Ayes: Fouraker, Edler, Schaffer. Absent: Campbell, Fordyce.

c. Ordinance No. 2025-7 Amending the Code of Ordinances of the City of Elkhart, Iowa, by Amending Provisions Pertaining to Cigarette and Tobacco Permits: Council Member Edler made a motion to approve second reading of Ordinance No. 2025-7, seconded by Fouraker. Ayes: Fouraker, Edler, Schaffer. Absent: Campbell, Fordyce.

d. Ordinance No. 2025-8 Amending the Code of Ordinances of the City of Elkhart, Iowa, by Amending Provisions Pertaining to Public Hearing Requirements: Council Member Fouraker made a motion to approve second reading of Ordinance No. 2025-8, seconded by Edler. Ayes: Fouraker, Edler, Schaffer. Absent: Campbell, Fordyce.

e. Ordinance No. 2025-9 Amending the Code of Ordinances of the City of Elkhart, Iowa, by Amending Provisions Pertaining to Conflict of Interest: Council Member Edler made a motion to approve second reading of Ordinance No. 2025-9, seconded by Fouraker. Ayes: Fouraker, Edler, Schaffer. Absent: Campbell, Fordyce.

f. Ordinance No. 2025-10 Amending the Code of Ordinances of the City of Elkhart, Iowa, by Adding a New Section Prohibiting False Representation of Service Animal: Council Member Fouraker made a motion to approve second reading of Ordinance No. 2025-10, seconded by Edler. Ayes: Fouraker, Edler, Schaffer. Absent: Campbell, Fordyce.

g. Ordinance No. 2025-11 Amending the Code of Ordinances of the City of Elkhart, Iowa, by Amending Provisions Pertaining to Fireworks: Council Member Edler, made a motion to approve second reading of Ordinance No. 2025-11, seconded by Fouraker. Ayes: Fouraker, Edler, Schaffer. Absent: Campbell, Fordyce.

h. Ordinance No. 2025-12 Amending the Code of Ordinances of the City of Elkhart, Iowa, by Amending Provisions Pertaining to Liquor Licenses and Wine and Beer Permits: Council Member

Fouraker made a motion to approve second reading of Ordinance No. 2025-12, seconded by Edler. Ayes: Fouraker, Edler, Schaffer. Absent: Campbell, Fordyce.

i. Resolution #2025-53; A Resolution Adopting a Purchasing Policy for the City of Elkhart, Iowa: Council Member Fouraker made a motion to approve Resolution #2025-53, seconded by Edler. Ayes: Fouraker, Edler, Schaffer. Absent: Campbell, Fordyce.

j. Resolution #2025-54; A Resolution Adopting a Policy for the Use of Security Cameras on City Property: Council Member Edler made a motion to approve Resolution #2025-54, seconded by Fouraker. Ayes: Fouraker, Edler, Schaffer. Absent: Campbell, Fordyce.

8. Discussion Items

a. Comprehensive Plan Feedback: Council discussed Transportation and Economic Development goals pertaining to the Comprehensive Plan.

b. Review Memorial Park Ball Field Rental Policy: Council discussed use of the facility, access and enforcement of the rules.

9. Reports of Elected Officials, City Staff and Standing Committees:

Rob Fouraker - shared Polk County Emergency Management is looking into new ways of collecting service fees. Jill Edler shared the cemetery clean up day will be September 27, 2025.

Angie Schaffer shared the fishing pier project has started and Puzzle Palooza will be held on Sunday, September 21, 2025.

Brad Campbell, sent an email stating Public Works is replacing the mulch in the playground area of Prairie Pointe Park.

Katie Wilson shared information from her report to the Council.

Deb Nabity shared training had started for the new software implementation at City Hall.

Mike Kappos shared P&Z had a work session and discussed requiring a traffic impact study for future developments.

10. Adjourn: Fouraker motioned to adjourn at 7:09 p.m., Edler seconded. Ayes: Fouraker, Edler, Schaffer. Absent: Campbell, Fordyce.

Mayor Pro Tem Angie Schaffer

Attest: _____

Debra J. Nabity, City Clerk