



**CITY OF VELVA
COMMISSION MEETING
~Velva City Hall~**

**Monday, December 15, 2025
7:00 pm**



REGULAR MEETING

Call to Order

Pledge of Allegiance

Introductions/Roll Call

1. **Roll Call**
2. **Approval of Minutes of Previous Meetings**
 - *Regular & Special Commission and Committee Meetings:* (1-3)
 - *Regular Meeting – November 17
 - *Special Meeting(s) –
 - ~~*Executive Session Meeting—~~
3. **Payroll & Bills** (Payroll **\$42,963.26**; Bills to be paid **\$19,639.08**) (4-9)
 - Bills paid since last meeting **\$1,239.82**
 - **Total Bills = \$20,878.90**
 - Financial and Other Reports, Employee Leave Spreadsheets/City Commission meetings attended (10-25)
4. **Reports of the President Street/Finance Commissioner**
5. **Communications**
 - *Complaint letters and/or Citations* (26-28)
 - *Police Report* (29)
 - AED pad replacement (30-31)
 - State Aid payment to park – needs approval (32)
 - Fire Dept. Reserve payment to Fire Dept. needs approval (33-34)
6. **Reports of Officers, Boards, Committees**
 - **Commissioner Davis**
 - **Commissioner Keller**
 - **Commissioner Zietz**
 - **Commissioner Jenson**
 - **Engineer's Report**
 - Engineering Updates/paperwork (-)
 - **Auditor**
 - CARES compliance reporting (ARPA) & Prairie Dog Reporting (35-36a)
 - End of Year transfers
 - End of Year – payroll liabilities reporting
 - 2024 Audit – Completed (37)
 - **Assessor/Building Inspector**
 - Building Permit List (-)
 - **Public Works Department**
 - Department Updates (-)
7. **Introduction and Adoption of Resolutions/Ordinances**
 - (next month there will be a 1st reading on a mandatory ordinance update from the State)
8. **Personal Appearances/Public Comment**
 - Kevin Kittleson (37a)
9. **Unfinished Business**
 - Sunset 2nd Addition to the City of Velva – final plat review and recommendation from Planning & Zoning (38-41)
10. **New Business**
 - 2026 Election year – paperwork and ballot measures (42+)
 - January meeting – Tuesday, January 20th – in observation of Martin Luther King Jr. Day
11. **Miscellaneous**
12. **ADJOURNMENT – Regular Meeting**