



MEMO

To: Nevada Mayor and City Council

From: Brandon Mickelson, PE

Subject: Monthly Project Update from HR Green, August 2023

Date: October 4, 2023

On-Call Engineering Services – 40100100

HR Green provided the following on-call services:

- Attended City Council and CIRTPA meetings.
- CIP project discussions with city staff.
- Potential development engineering information package.
- Mid-States Office Addition Review.
- Potential Water Quality Initiative Project Grant Application.
- Oak Park Estates review revised water layout.
- Airport Road Plat 6, Lot 2 survey coordination.
- Potential wellfield expansion coordination.

US 30/580th Interchange Well Water Main Relocation Project – 2302726

This project consists of the relocation of Nevada's 16" Well Water Main in the vicinity of the new US 30/580th Avenue Interchange from the intersection of US 30 and Sand Hill Trail east to 580th Avenue and then north along the existing 580th Avenue right-of-way to the north end of the interchange project. The Iowa DOT will be responsible for all costs associated with this project, including construction, design, and construction phase services, which is estimated to be a total of approximately \$2,200,000.

Preliminary plans were completed on August 3 and were reviewed with City and laDOT staff. Final plans were completed and submitted to the laDOT on August 31. In early November, the laDOT is bidding the water main relocation in a package that will also include the paving of the Interchange.

Sponsored Projects - 191900

Nevada Sponsored Project Final Design – 191900.03

- These 3 projects are moving ahead to final design and construction:
 - Project A – West Indian Creek (Lincoln Way to E Ave)
 - Project B – Tributary to West Indian Creek
 - Project C – Harrington Park
- Permit Applications have been submitted
 - USACE permitting requirements for Projects A and B are proving to be significantly more onerous than the typical requirement for a project of this nature. Specifically, the USACE is asking for an "Individual Permit", rather than a "Nationwide Permit or a "Regional Permit" to comply with Section 404 of the Clean Water Act. City Council passed an amendment at the 9/25/2023 meeting to cover the additional services necessary, and progress is being made on satisfying the updated USACE requirements.

- DNR floodplain permit comments also being addressed.
- Acquisition documents for 11 easements have been generated and are currently being reviewed ahead of sending to City for easement acquisition.
- Next steps
 - Cultural Resources Study toward obtaining USACE Individual 404 permit
 - Property acquisition discussions by City – HR Green able to support if necessary.
 - Design toward 90% milestone.

GIS Services – 181696

- Cemetery Project
 - Updating plots that are purchased vs not purchased. Goal to have an application for the public by the end of the year to search for a person or find available plots for sale.
 - Gene is verifying plots from records kept in-house.
- Iowa One Call Design Locates
 - Mike continues to assist Ryan and Kerin with Design locate maps for people who request them from Iowa One Call.

2022 Streets Project - 201191

- This project consists of the following:
 - Division 1
 - All work has been completed.
 - Division 2
 - S-14 (W 4th Street) from M Avenue to North of Railroad underpass – Full-depth asphalt reconstruction.
 - S-14 between N Avenue and the UPRR Underpass
 - All work has been completed in this segment.
 - This segment remains closed due to concerns with large trucks making the turn at N Avenue. Negotiations are underway with the Contractor to resolve this issue.
 - S-14 between M Avenue and N Avenue has been closed to traffic since September 9.
 - Pavement removals were completed.
 - Additional utility conflicts have delayed the storm sewer construction and required the longitudinal storm sewer on the west side of the pavement to be relocated to the east side.
 - An unknown and buried 12" storm sewer was discovered in the intersection at M Avenue; it was determined this storm sewer would be extended and connected to the new longitudinal storm sewer.
 - It is anticipated storm sewer construction will be completed about October 6.
 - Grading, subdrains, and subbase rock will begin after the storm sewer is completed, approximately October 8, and be completed in about 4 days.
 - Curb and gutter and driveway construction will then follow and last approximately 3 to 4 days.
 - Asphalt paving is expected to be complete the week of October 23.
- Pay Request #8 was received and processed.
- Change Order #6 for additional storm sewer work and relocation was received and will be considered by the City Council on October 9.

Wastewater Treatment Facility – 160473

- Phase 1, Site Preparation:
 - Work was completed as of 5/14/21.
- Phase 2, WWTF Plant:
 - Held construction progress meeting with WBCI on 9/20.
 - Next construction progress meeting is scheduled for 10/18.
 - Current work items underway includes: Interior and exterior work items for Administration Building, Headworks Building, Secondary Treatment Building, Chemical Storage Building, UV Building, Biosolids Processing Building, Digesters, Biosolids Storage Tanks, Biosolids Pump Station, and Return Pump Station; site work
 - HRG is responding to contractor questions.
 - Progress schedule shows project is on schedule to meet updated contract completion dates.
 - HRG is working on finalizing well design and working to obtain pricing; final report will be developed then final plan for well use/connection will be developed and reviewed with City for approval to proceed.
- Phase 3, Lift Station:
 - Held construction progress meeting with Boomerang on 9/13.
 - Next construction progress meeting is scheduled for 10/18.
 - Work performed this period includes:
 - Wall repair activities
 - Upper wall/ground floor slab repair activities
 - Wall pour issues update:
 - Major wall pour completed on 10/4. HRG is working with Boomerang for remedy on defective work from wall pour. Boomerang's subconsultant (Terracon) has completed wall scanning effort and provided a summary report regarding voids (visual and subsurface). Additional issues with concrete cover over reinforcement was noted in Terracon report. HRG formally responded with comments on the Terracon report and requested Boomerang to provide formal response regarding plan to remedy and impact to schedule. Boomerang has hired a third-party structural engineer (Shuck-Britson) to assist them with further investigation and development of remedies to the defective work. Boomerang and their third-party structural engineer completed an on-site review/investigation on 2/13. They developed preliminary proposed remedies and submitted to HRG for review on 2/21. HRG review proposed remedies and provided feedback on 3/2. Boomerang submitted updated final proposed remedies on 3/27. HRG reviewed the updated remedies, met with City staff to review and discuss our recommendations on 3/28, and formally responded to Boomerang on 4/4. Decision and response to Boomerang is to allow commencing with proposed remedies with conditions to retain Shuck-Britson to assist with repair and providing a 10-year warranty bond on all repairs. Both conditions would be at no cost to the City. Boomerang's formal response accepting the City's conditions was received on 4/26; however no preliminary schedule to complete repairs accompanied their response. Boomerang has continued working on wall repairs within the screen room and screen room stairwell areas (interior and exterior).
 - HRG is tracking labor effort related to defective wall pour activities separately from other construction administration/observation efforts so there is a record of related engineering costs to withhold/offset from project payment to Boomerang.
 - Upper Wall & ground floor slab pour issues update:
 - HRG completed site visit for full observation of upper wall and ground floor slab pour on 9/28/23; HRG issued formal notice of defective work to Boomerang on 9/29/23

- HRG is tracking labor effort related to defective upper wall & ground floor slab pour activities separately from other construction administration/observation efforts so there is a record of related engineering costs to withhold/offset from project payment to Boomerang.
 - Boomerang did not have any new updates for previously noted delays with equipment/materials shipment that will be past the current contract completion dates. HRG and City staff again asked Boomerang to indicate how they plan to remedy this situation and/or means to improve the schedule during the 9/13 construction progress meeting. Boomerang has submitted a contract time extension claim which HRG is reviewing and developing a response/recommendation to then review with the City. The negative impacts to other phases of the overall project due to delay in completing Phase 3 was again stressed during the 9/13 meeting. Boomerang indicated they had increased labor for the project. Boomerang is also investigating if a temporary bypass pumping arrangement is an option to allow startup of Phase 2 work until Phase 3 is operational.
 - Based on HRG's observations and the updated progress schedule provided at the 9/13 construction progress meeting, Boomerang appears to be at least seven (7) months behind schedule to meet the current contract substantial completion milestone/date (June 9, 2023) or final completion milestone/date (September 30, 2023). This does not appear to be any significant improvement from the 4/19 progress schedule. HRG provided comments to Boomerang regarding the progress schedule on 9/28/23.
- Phase 4, Force Main and Trunk Sewer:
 - Held construction progress meeting with On Track on 9/13.
 - Next construction progress meeting is scheduled for 10/18.
 - Abandonment of existing 8" gravity sewer is complete less the final ~300' due to potential service line connection conflict which is being investigated.
 - Installation of 14" force mains is complete and tested.
 - The stilling structure is complete.
 - Fiber optic cabling still needs to be installed; materials delay will push this into later fall due to Iowa DOT project interferences; however, to note that end connections cannot be completed until Phases 2 & 3 will allow.
 - Auger boring subcontractor has completed installation of all auger borings for gravity sewer and force mains; numerous issues/obstructions were encountered during auger boring installations under Hwy 30 causing need to excavate within the Hwy 30 median and shoulders to resolve; OnTrack submitted claims for related extra work/costs; HRG has reviewed against our records and has sent OnTrack our comments to amend their request. HRG will make recommendations to the City related to extra costs once finalized with OnTrack.

2024 Street Improvements, Division 1, Street Reconstruction – 2303452

- City staff identified five blocks of streets and underground infrastructure (storm sewer, sanitary sewer, and water main) for reconstruction, including the following:
 - I Avenue, 8th Street to 9th Street: Street, sanitary sewer, storm sewer, and water main reconstruction
 - H Avenue, 8th Street to 9th Street: Street reconstruction
 - H Avenue, 9th Street to 10th Street: Street, storm sewer, and water main reconstruction
 - 9th Street, G Avenue to I Avenue: Street, sanitary sewer, storm sewer, and water main reconstruction
 - 10th Street, H Avenue (south) to H Avenue (north): Water main reconstruction
- The estimated construction cost of all improvements is \$2,150,000.
- HR Green was awarded a design contract for \$215,000 by the City Council on September 11.
- Topographical survey is currently underway and is expected to be received the week of October 2.

- An internal kickoff meeting was held by HR Green staff, and initial preparation of plan sheets is being completed.
- A kickoff meeting with City staff is scheduled for 10/17 when plan concepts have been completed.
- This project is expected to be bid in early 2024.

City Administrators Report

October 5, 2023

WW Consultant

This will be on the agenda; the development committee has decided to move forward with Ed Askew. I think this has been a wise decision as we are already seeing documents to present in the near future. We have been working on a pre-treatment manual as well as classifications for rates such as residential, commercial, and industrial.

AK Solutions

Talked with AK, they have secured funding for the project but were not approved to use funding for acquiring the land.

Insurance Renewal

Met with Debbie Dean, our insurance rep. Overall, this has been a good year for insurance purposes. We will be seeing a 2.35% increase which is relatively low.

Camelot (CAT)

Met with Camelot Theatre to discuss moving forward with submitting an application to receive CAT funds for the Camelot. This will be a great for the Camelot and will help with a lot of improvements and help with completing more steps of renovation. We will be able to utilize the funds pledged to the project from our previous resolution.

Burke Meeting

Met with Burke to discuss WW and introduce Ed. Because we are updating quite a bit, we were not on the meeting long but will have more things to hash out when we have more documentation to present.

Workforce

Met with Project Iowa today, this group help address challenges that every day people face in achieving their work force goals. They were awarded 100k in ARPA funds from Story County to help 30 Story County residents to complete the Project Iowa's job skills course "cultivating careers"

Flight to end Polio

Went to a rotary meeting at the Ames Airport for Nevada, Ames and Boone chapters. This is an event planned for November to raise awareness and help end polio worldwide. This includes 2 pilots who fly around and raise money to end polio.

Capital Improvements Plan

Had another meeting to discuss and finalize more of our CIP. We have a good game plan to work on several streets in the following years and believe we have a good schedule to improve many roads in the community. We will be working on a press release to inform citizens on what roads we plan on working on first. The goal is to work on the infrastructure around the school next year.

S14/3rd St.:

This project has been frustrating to say the least. I believe we are finally making progress to complete the project. The new contract mentions October 16th and I am hoping they will be completed by that time but it is looking more like the following week will be more accurate.

CRP-Well Testing

Was hoping to have this on the agenda for this council meeting, looks like it will have to wait for the end of the month. We will need to conduct testing on the land recently purchased to

determine where it is best suitable to dig a new well. We will need to complete this in order to update CRP parameters to carve out a section to pull out of CRP. The plan would be to keep the rest in CRP.

UPDATES:

Cutting Edge

Ground breaking was last week, they have started moving dirt to start the project. The building will look very similar to OnTracks building. This will be a great addition to West Industrial Park and will look beautiful on the way in to Nevada when coming from the west on Lincoln Highway.

WorkIt:

Plumbing is complete, should be pouring concrete soon.

MONTHLY/WEEKLY STANDING MEETINGS

Nevada Foundation
NEDC (full board)
NEDC (Land)
AEDC



**STAFF MEETING AGENDA
October 2, 2023**

- i. City Vehicles
- ii. League of Cities-Tell me something good, Rural Water
- iii. Conferences
- iv. Engineering
 - v. Water Plant (Well, softener, and CRP)
- vi. TE Aldermans
- vii. Waste Water Consultant-Recap of Meeting
- viii. Communication
 - ix. Façade Grant-CDBG
 - x. Old Hospital-Platting
 - xi. Development and agreements
 - xii. Annexation progress
 - xiii. Abandoned properties and stations
 - xiv. Sponsored Project

1209 6th Street
P.O. Box 530
Nevada, IA 50201-0530



Kerin Wright
City Clerk
Phone: (515) 382-5466
Fax: (515) 382-4502
kwright@cityofnevadaiaowa.org

October 5, 2023

TO: Mayor - City Council Members
City Administrator Jordan Cook

FROM: Kerin Wright, City Clerk

Enclosed is a tentative timeline for the FY24/25 Budget. There may be some revisions after the upcoming workshops in October and November. However, I wanted to get this in front of you for now as we do have a Council Budget workshop coming up after the regular scheduled council meeting on October 23rd. We do know that the Maximum Property Tax Public Hearing that we use to have is not required, but there is a similar hearing that was added at a later time. The first public hearing must be held after the county sends out the notices to all regarding the levy numbers by March 15th. This hearing must be separate from a regular council meeting. I anticipate we have this hearing at 5:45 p.m. or 6 p.m. and then we don't start the regular council meeting until 6:15 p.m. or something along that line. More to come at a later date.

The Exit Audit Conference for FY22/23 is scheduled for Thursday, October 12th. Things are on track to have our Audit Report in a timely fashion.

The FY22/23 Work Comp Audit has been completed. Our estimates were off slightly and we will have an adjustment of \$3,685. We strive to give the best estimate at the beginning of the year so we don't have additional adjustments. However, FY22/23 was the year the additional increase was given and it was approved after the estimates had already been submitted.

The Election date is Tuesday, November 7, 2023. Petition Papers have been filed and turned into the Story County Auditor's office. Attached is the Candidate list for Story County offices.

*Previous City Budgets can be found on the Department of Management website:
https://dom.iowa.gov/city_budgets

**FY24/25 Budget,
 LOT, Hotel/Motel, Equipment Replacement
 and Capital Improvement Planning Timeline
 September 2023 – April 2024**

| | |
|----------------------------|--|
| September 2023 | Public Works begins CIP planning. Equipment Replacement (15-year outlook) and Capital Improvement Project worksheets go out to the department heads. One-on-one meetings with City Administrator/City Clerk, if needed. Meet with Insurance Rep & Committee and Wellness Committee. |
| 10/09/23 | Equipment Revolving worksheets due back to administration. Budget worksheets sent to Department Heads |
| 10/23/23 | City Administrator, City Clerk to meet with Council Budget Committee (Mayor Barker, Hanson and Nealson) immediately following regular council meeting to review and discuss an overview of the city's budget process. |
| 10/31/23 | Budget Worksheets due from Department Heads |
| 11/1/23 | City Administrator and City Clerk to Meet. City staff finalize LOT and H/M spreadsheets for the Council Budget Committee. |
| 11/13/23 | City Administration and City Clerk begin meeting with each department head |
| 11/27/23 | City Administrator and City Clerk to meet with Council Budget Committee (Mayor Barker, Hanson, Nealson) specifically on recommendations for Equipment Revolving, Human Service Groups, CIP Projects, LOT, and TIF Projections. (Meet from 6:30-7:30) p.m. AFTER the City Council meeting |
| 12/04/23 | City Administrator and City Clerk to review all budget docs. |
| 12/11/23 | City Administrator and City Clerk to meet with Council Budget Committee (Mayor Barker and Council Members Hanson, Nealson). Committee meet briefly after council meeting at 6:30 p.m. |
| 1/08/24 | Council Committee and Staff will present recommendations to full council based on Local Option Tax, Hotel/Motel, and Tax Increment Financing revenues and City Capital Improvement Projects proposed. |
| 2/12/24 | Regular Council Meeting – Budget Work Session AFTER the regular scheduled meeting. |
| 2/12/24 | Set PH for February 26th to discuss/direct appropriate follow-up on the FY23-24 Maximum Property Tax Hearing authorize publication. (maybe repealed) But a different publication has to done in order to provide the county with the not to exceed amounts. Publish Notice 2/15 (send to paper early). POST TO WEBSITE & SOCIAL MEDIA HEAR/PUB b/4 & after |
| *No longer required | |
| 2/26/24 | Approve Levy numbers to submit to the County. Submit by March 15 (1st if possible) |
| 3/11/24 | Set PH for New Hearing for 4/08/24 to discuss levy #'s submitted to County. |
| 3/15/24 | Report due to DOM (New legislation) |
| 3/28/24 | Set PH for FY24 Budget for 4/22/24 |
| 4/08/24 | Hold PH New Levy #'s that were submitted to County (Separate Mtg-5:45pm) |
| 4/22/24 | Hold PH -FY23/24 Budget, approve Budget Reso POST TO WEBSITE/sm |
| 4/30/24 | Filling Deadline for FY24/25 Budget (NEW) |

Created 10/04/2023

CITY OFFICES**CITY OF AMES****Ames Council At Large (vote for no more than 1)**

| | | | | | |
|----------------|-------------------|------|-------|--------------|-----------------------------|
| *Anita Rollins | 3714 Woodland St. | Ames | 50014 | 515-451-8032 | rollinsforcouncil@gmail.com |
|----------------|-------------------|------|-------|--------------|-----------------------------|

Ames Council Ward 1 / 2-year term (vote for no more than 1)

| | | | | | |
|------------------------|----------------|------|-------|--------------|---------------------|
| *Bronwyn Beatty-Hansen | 919 Grand Ave. | Ames | 50010 | 515-520-0805 | bronwynbh@gmail.com |
|------------------------|----------------|------|-------|--------------|---------------------|

Ames Council Ward 2 (vote for no more than 1)

| | | | | | |
|--------------------|---------------------|------|-------|--------------|----------------------------------|
| *Timothy L. Gartin | 2948 Eisenhower Cr. | Ames | 50010 | 515-232-2501 | timothy.gartin@amesattorneys.com |
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Ames Council Ward 3 / 2-year term (vote for no more than 1)

| | | | | | |
|--------------------|------------------|------|-------|--------------|------------------------------|
| *Gloria J. Betcher | 531 Hayward Ave. | Ames | 50014 | 515-460-2512 | gloriabetcherward1@gmail.com |
|--------------------|------------------|------|-------|--------------|------------------------------|

Ames Council Ward 4 (vote for no more than 1)

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|---------------|------------------------|------|-------|--------------|-------------------------|
| *Rachel Junck | 150 Campus Ave. Unit 4 | Ames | 50014 | 515-520-3376 | rachelforames@gmail.com |
|---------------|------------------------|------|-------|--------------|-------------------------|

Ames City Hospital Trustees (vote for no more than 3)

| | | | | | |
|----------------------|-----------------|------------|-------|--------------|--------------------------------|
| Natalia Gray | 514 Beedle Dr. | Ames | 50014 | 207-232-1265 | nagray@iastate.edu |
| *Kenneth McCuskey | 3320 Foxley Dr. | Ames | 50010 | 515-290-0673 | kenmccuskey@gmail.com |
| *Austin D. M. Woodin | 55775 160th St. | Story City | 50248 | 515-450-1781 | austindm.woodin@edwarjones.com |

CITY OF CAMBRIDGE**Cambridge Council At Large (vote for no more than 2)**

| | | | | | |
|-------------------|------------------|-----------|-------|--------------|----------------------------|
| Kylie Constant | 617 Race St. | Cambridge | 50046 | 515-783-2107 | kylieconstant16@gmail.com |
| Jayna Grauerholz | 411 Sycamore St. | Cambridge | 50046 | 515-450-1745 | jaynagrauerholz@gmail.com |
| David Knight | 105 4th St. | Cambridge | 50046 | 515-249-3792 | smokindavesbbq@hotmail.com |
| Daniel Mortensen | 148 W. 4th St. | Cambridge | 50046 | 515-202-9838 | dmortensen605@gmail.com |
| Michael Peterson | 316 W. 4th St. | Cambridge | 50046 | 515-290-6851 | petestoy@gmail.com |
| Michelle Winscott | 110 S. River St. | Cambridge | 50046 | 515451-1284 | shelly0961@gmail.com |

CITY OF COLLINS**Collins Mayor/2-year term (vote for no more than 1)**

| | | | | | |
|----------------|--------------|---------|-------|--------------|---------------------------|
| *Brett Comegys | 303 1st Ave. | Collins | 50055 | 515-681-3999 | brett.m.comegys@gmail.com |
|----------------|--------------|---------|-------|--------------|---------------------------|

Collins Council At Large (vote for no more than 2)

| | | | | | |
|------------------|--------------|---------|-------|--------------|----------------------------|
| *Stacy Howell | 407 3rd Ave. | Collins | 50055 | 515-509-0279 | council.stacyh@gmail.com |
| Suzan Richardson | 410 2nd Ave. | Collins | 50055 | 515-249-1252 | huntersuzan91@gmail.com |
| Stephanie Smith | 212 2nd Ave. | Collins | 50055 | 319-573-0337 | totsiepopdaycare@gmail.com |

CITY OF COLO**Colo Mayor (vote for no more than 1)**

| | | | | | |
|----------------|----------------|------|-------|--------------|-----------------------|
| *Jeff Brinkman | 412 Warner St. | Colo | 50056 | 641-377-2238 | jsbrinkman1@gmail.com |
|----------------|----------------|------|-------|--------------|-----------------------|

Colo Council At Large (vote for no more than 2)

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|-----------------|-----------------|------|-------|--------------|-----------------------------|
| *Coltin Adams | 733 6th St. | Colo | 50056 | 515-291-9310 | coltin@citsewer.com |
| Martin Nicholas | 909 Clayton Rd. | Colo | 50056 | 515-291-3014 | martinnicholas545@gmail.com |

CITY OF GILBERT**Gilbert Mayor/2-year term (vote for no more than 1)**

| | | | | | |
|-------------------|----------------|---------|-------|--------------|------------------------------|
| *Jonathan C. Popp | 215 Jensen St. | Gilbert | 50105 | 515-351-8003 | jpopp@poppengineeringinc.com |
|-------------------|----------------|---------|-------|--------------|------------------------------|

Gilbert Council At Large (vote for no more than 3)

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|-------------------|-----------------------------|---------|-------|--------------|----------------------------------|
| *Shaon Anderson | 125 Christian Petersen Ave. | Gilbert | 50105 | 515-520-0433 | sanderson@cityofgilbert.iowa.org |
| *David Frank Rydl | 304 Hawthorne Circle | Gilbert | 50105 | 515-520-0919 | no email provided |

CITY OF HUXLEY**Huxley Mayor/2-year term (vote for no more than 1)**

| | | | | | |
|---------------|---------------------|--------|-------|--------------|---------------------|
| David G. Kuhn | 222 Northpark Blvd. | Huxley | 50124 | 515-770-1709 | kuhn.dave@gmail.com |
|---------------|---------------------|--------|-------|--------------|---------------------|

Huxley Council At Large (vote for no more than 2)

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|------------------|-----------------------|--------|-------|--------------|----------------------------|
| Greg Mulder | 1108 Northwood Cir. | Huxley | 50124 | 515-450-9236 | mulder4cy@gmail.com |
| John Murphy | 905 Ballard Dr. | Huxley | 50124 | 515-290-2752 | jmurphy@cpa.com |
| Cory Rigler | 908 Ballard Dr. | Huxley | 50124 | 319-457-7818 | coryrigler@gmail.com |
| Aaron Trowbridge | 505 W. Centennial Dr. | Huxley | 50124 | 818-915-4860 | aaron.trowbridge@gmail.com |
| Jacob Vaughn | 610 Prairie View Dr. | Huxley | 50124 | 515-795-6232 | jake.lynda16@gmail.com |

CITY OF KELLEY**Kelley Mayor (vote for no more than 1)**

| | | | | | |
|---------------|------------------|--------|-------|--------------|----------------------|
| Rick Terrones | 701 Giddings St. | Kelley | 50134 | 515-231-3087 | r.terrones@mchsi.com |
|---------------|------------------|--------|-------|--------------|----------------------|

Kelley Council At Large (vote for no more than 3)

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|---------------------|--------------------|--------|-------|---------------|-------------------------|
| *Brendan Burnett | 911 Hubbel St. | Kelley | 50134 | 712-269-6777 | bburnett85@gmail.com |
| *Kelly Netcott | 1007 Westgate Ave. | Kelley | 50134 | 515-290-1482 | no email provided |
| Jacqueline Lea Sapp | 1113 Ford St. | Kelley | 50134 | 515-250-32555 | jssappytree12@gmail.com |

CITY OF MAXWELL**Maxwell Mayor/2-year term (vote for no more than 1)**

| | | | | | |
|----------------|------------------|---------|-------|--------------|-------------------------|
| Joshua Herbert | 620 Baldwin St. | Maxwell | 50161 | 515-346-7263 | jjherbert84@hotmail.com |
| Rick Herrmann | 416 Woodlawn St. | Maxwell | 50161 | 641-381-0051 | rherm5991@gmail.com |

Maxwell Council At Large (vote for no more than 3)

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|--------------------|-------------------|---------|-------|--------------|----------------------------|
| *Douglas M. Miller | 610 Rock Creek Dr | Maxwell | 50161 | 515-290-4949 | dougmillers15151@yahoo.com |
| Sue Philpott | 614 6th St. | Maxwell | 50161 | 515-387-3250 | sueptiffin@gmail.com |

^denotes currently serving in another council position

*denotes incumbent

CITY OF MCCALLSBURG

McCallsburg Mayor/2-year term (vote for no more than 1)

| | | | | | |
|---------------|-----------------|-------------|-------|--------------|-------------------|
| *Megan Walker | 335 Dubois Ave. | McCallsburg | 50154 | 515-391-0821 | no email provided |
|---------------|-----------------|-------------|-------|--------------|-------------------|

McCallsburg Council At Large (vote for no more than 2)

| | | | | | |
|--------------------|------------------|-------------|-------|--------------|---------------------------|
| *Jesse Bielenberg | 115 Latrobe Ave. | McCallsburg | 50154 | 515-231-4016 | jessebielenberg@yahoo.com |
| *Jonathan C. Muntz | 275 N. 5th St. | McCallsburg | 50154 | 515-460-4861 | jmuntz50154@gmail.com |

CITY OF NEVADA

Nevada Council At Large (vote for no more than 1)

| | | | | | |
|----------------|--------------|--------|-------|--------------|----------------------------|
| *Jason Sampson | 715 18th St. | Nevada | 50201 | 515-209-9498 | jasonjohnsampson@gmail.com |
|----------------|--------------|--------|-------|--------------|----------------------------|

Nevada Council Ward 1 (vote for no more than 1)

| | | | | | |
|-----------------|--------------|--------|-------|--------------|------------------------|
| Henry T. Corbin | 904 12th St. | Nevada | 50201 | 515-509-8056 | henrycorbin3@gmail.com |
|-----------------|--------------|--------|-------|--------------|------------------------|

Nevada Council Ward 3 (vote for no more than 1)

| | | | | | |
|--------------|--------------------|--------|-------|--------------|--------------------|
| *Sandy Ehrig | 606 Southwoods Dr. | Nevada | 50201 | 515-290-2921 | ehrig@midiaowa.net |
|--------------|--------------------|--------|-------|--------------|--------------------|

CITY OF ROLAND

Roland Mayor/2-year term (vote for no more than 1)

| | | | | | |
|--------------|-----------------|--------|-------|--------------|--------------------------|
| Kurtis Bower | 109 S. Linn St. | Roland | 50236 | 515-975-0747 | kurtis.bower82@gmail.com |
|--------------|-----------------|--------|-------|--------------|--------------------------|

Roland Council At Large (vote for no more than 3)

| | | | | | |
|-----------------------|------------------|--------|-------|--------------|-----------------------------|
| Aaron Burres | 202 S. Logan St. | Roland | 50236 | 515-851-0825 | aaron.burres@gmail.com |
| *Curtis R. Kentner | 201 Ryan Cr. | Roland | 50236 | 517-614-4895 | curtis.kentner@gmail.com |
| Jonathan C. D. Kepley | 410 Frandsen Dr. | Roland | 50236 | 515-520-7038 | jonathan.kepley57@gmail.com |

CITY OF SHELDAHL (via Polk County)

Sheldahl Council At Large (vote for no more than 2)

| | | | | | |
|----------------|-----------------|----------|-------|--------------|-------------------------|
| Kyle Greenwood | 505 County Ave. | Sheldahl | 50243 | 515-577-2040 | kjgreenwood@hotmail.com |
| Ben Randolph | 701 1st St. | Sheldahl | 50243 | 515-494-9090 | randophsoc@hotmail.com |

Sheldahl Council At Large - To Fill Vacancy (vote for no more than 1)

| | | | | | |
|---------------|---------------|----------|-------|--------------|-----------------------|
| Travis Harris | 120 Grant St. | Sheldahl | 50243 | 515-360-7214 | travistrane@gmail.com |
|---------------|---------------|----------|-------|--------------|-----------------------|

CITY OF SLATER

Slater Mayor/2-year term (vote for no more than 1)

| | | | | | |
|--------------------|--------------|--------|-------|--------------|-------------------------------|
| Taylor Christensen | 211 Main St. | Slater | 50244 | 515-371-5700 | taylor.christensen@icloud.com |
| Gary D. Halverson | 700 Park Cr. | Slater | 50244 | 515-240-2888 | no email provided |

Slater Council At Large (vote for no more than 2)

| | | | | | |
|--------------|---------------|--------|-------|--------------|---------------------------|
| Craig Conley | 304 10th Ave. | Slater | 50244 | 515-228-3988 | ckconley@haxcomm.net |
| *Joel Newman | 409 2nd Ave. | Slater | 50244 | 515-480-2471 | jnewmanpsalm127@gmail.com |

CITY OF STORY CITY

Story City Council At Large (vote for no more than 3)

| | | | | | |
|------------------|--------------------|------------|-------|--------------|-------------------------|
| *Jim O'Connor | 1259 Edgebrppl Dr. | Story City | 50248 | 515-290-9508 | hawkfan1024@yahoo.com |
| *Rhonda Ostrem | 835 Crestview Ave. | Story City | 50248 | 515-291-3588 | ostremr1952@gmail.com |
| *Connie Phillips | 903 Harryson St. | Story City | 50248 | 515-210-6218 | cmphillips219@gmail.com |

CITY OF ZEARING

Zearing Mayor/2-year term (vote for no more than 1)

| | | | | | |
|-------------|-----------------|---------|-------|--------------|----------------------|
| Martin Herr | 211 E. Main St. | Zearing | 50278 | 515-290-2166 | kawoodherr@gmail.com |
|-------------|-----------------|---------|-------|--------------|----------------------|

Zearing Council At Large (vote for no more than 2)

| | | | | | |
|-------------------------|----------------------|---------|-------|--------------|-----------------------|
| Robin Johnson | 205 W. Harrison Ave. | Zearing | 50278 | 515-460-5436 | robinj@netins.net |
| *Gerald Lee Murrell Jr. | 102 N. Pearl St. | Zearing | 50278 | 515-460-0620 | kramer@netins.net |
| Diane Pascuzzi | 206 Spruce St. | Zearing | 50278 | 515-460-1618 | jhwalt@netins.net |
| Ronald L. Stuart | 317 N. Pearl St. | Zearing | 50278 | 360-726-9497 | cowboyron49@gmail.com |

SCHOOL OFFICES**AMES CSD****Ames Director At Large (vote for no more than 4)**

| | | | | | |
|-----------------------|----------------------|------|-------|--------------|-------------------------------|
| *Allen Bierbaum | 3222 Tupelo Cir. | Ames | 50014 | 515-451-1401 | abierbaum@gmail.com |
| Angie DeWaard | 3103 Whitetail Ln | Ames | 50014 | 515-290-4811 | angiedewaard@gmail.com |
| William Scott Dryer | 5505 Springbrook Dr. | Ames | 50014 | 641-420-3535 | wsdryer@gmail.com |
| *Sabrina Shields-Cook | 1012 9th St. | Ames | 50010 | 515-451-8306 | sabrina.shieldscook@gmail.com |

BALLARD CSD**Ballard Director At Large (vote for no more than 1)**

| | | | | | |
|------------------|-------------------|--------|-------|--------------|-----------------------|
| Nick Hurst | 311 Northview Ln. | Huxley | 50124 | 515-371-0808 | hurstnljo@gmail.com |
| Joshua Kruse | 53101 320th St. | Huxley | 50124 | 719-310-5434 | joshkruse@hotmail.com |
| Jean E. Saveraid | 53013 320th St. | Huxley | 50124 | 515-231-9586 | saveraid@huxcomm.net |

Ballard Director District 1 (vote for no more than 1)

| | | | | | |
|----------------|---------------|--------|-------|--------------|------------------------------|
| *Kirk Peterson | 53733 Hwy 210 | Huxley | 50124 | 515-291-7576 | kirk.peterson@unitypoint.org |
|----------------|---------------|--------|-------|--------------|------------------------------|

Ballard Director District 2 (vote for no more than 1)

| | | | | | |
|------------|-----------------|--------|-------|--------------|-------------------------|
| Tim VanLoo | 523 Preston Dr. | Huxley | 50124 | 515-509-8035 | spartanturf08@gmail.com |
|------------|-----------------|--------|-------|--------------|-------------------------|

COLLINS-MAXWELL CSD**Collins-Maxwell Director At Large (vote for no more than 1)**

| | | | | | |
|-----------------|------------------------|---------|-------|--------------|-----------------------------|
| Katie Oswalt | 14347 N. 107th Ave. W. | Collins | 50055 | 641-777-8964 | katielynn.oswalt@gmail.com |
| Stephanie Smith | 212 2nd Ave. | Collins | 50055 | 319-573-0337 | tootsiepopdaycare@gmail.com |

Collins-Maxwell Director District 2 (vote for no more than 1)

| | | | | | |
|----------------|------------------|---------|-------|--------------|---------------------|
| *Jonathan Hand | 32775 657th Ave. | Maxwell | 50161 | 515-291-8814 | jon79hand@gmail.com |
|----------------|------------------|---------|-------|--------------|---------------------|

Collins-Maxwell Director District 3 (vote for no more than 1)

| | | | | | |
|--------------------|--------------|---------|-------|--------------|---------------------------|
| *Dawn Pasquariello | 509 4th Ave. | Collins | 50055 | 515-509-4717 | dpasquariello77@gmail.com |
|--------------------|--------------|---------|-------|--------------|---------------------------|

COLO-NESCO CSD**Colo-Nesco Director District 1 (vote for no more than 2)**

| | | | | | |
|---------------|-------------------|------|-------|--------------|----------------------|
| *Brad Kohlwes | 33498 U.S. Hwy 65 | Colo | 50056 | 641-377-3180 | bradk@argeetrans.com |
|---------------|-------------------|------|-------|--------------|----------------------|

Colo-Nesco Director District 2 (vote for no more than 2)

| | | | | | |
|----------------|-----------------|------------|-------|--------------|-----------------------------------|
| *Justin Walker | 335 Dubois Ave. | McCallburg | 50154 | 515-391-9709 | justinwalker@colo-nesco.k12.ia.us |
|----------------|-----------------|------------|-------|--------------|-----------------------------------|

GILBERT CSD**Gilbert Director At Large (vote for no more than 3)**

| | | | | | |
|------------------|--------------------|------|-------|--------------|-------------------------|
| Nathan Kerns | 2365 170th St. | Ames | 50014 | 515-451-6788 | nkernsy@gmail.com |
| Mindy Rash | 2743 Harrison Rd. | Ames | 50010 | 515-291-2668 | mindyrash@gmail.com |
| *Andrew Ricklefs | 3114 Stockbury St. | Ames | 50010 | 515-423-2966 | andrew@knapptedesco.com |

Gilbert Director At Large, to fill vacancy (vote for no more than 1)

| | | | | | |
|------------------|------------------|------|-------|--------------|----------------------------|
| *Melissa Pearson | 3806 Mathews Dr. | Ames | 50014 | 515-231-4146 | melissa@bockrealestate.com |
|------------------|------------------|------|-------|--------------|----------------------------|

NEVADA CSD**Nevada Director At Large (vote for no more than 3)**

| | | | | | |
|-------------------|------------------|--------|-------|--------------|-----------------------------|
| *Martin R. Chitty | 60831 210th St. | Nevada | 50201 | 515-382-2764 | marty.chitty@nevadacubs.org |
| *Leanne Harter | 235 J Ave. | Nevada | 50201 | 515-231-4932 | thearterclan@gmail.com |
| *Thomas Maier | 719 Cherokee St. | Nevada | 50201 | 515-509-1927 | tom.maier@gmail.com |

NORTH POLK CSD (via Polk County)**North Polk Director At Large (vote for no more than 2)**

| | | | | | |
|-------------------|----------------------|-----------|-------|--------------|----------------------------|
| Kyle Campbell | 925 Lakeview Ave. | Polk City | 50226 | 515-218-5910 | kcampbell@agrilandfs.com |
| Ashley Delaney | 909 Twelve Oaks Ct. | Polk City | 50026 | 515-451-0066 | mrsashleydelaney@gmail.com |
| Dennis H. Goering | 523 Whispering Pines | Polk City | 50026 | 515-240-5752 | lakeguy86@gmail.com |

North Polk Director At Large, To Fill Vacancy (vote for no more than 1)**ROLAND-STORY CSD****Roland-Story Director At Large (vote for no more than 3)**

| | | | | | |
|-----------------------|---------------------|------------|-------|--------------|---------------------------|
| Candi Holm | 1105 Timberland Dr. | Story City | 50248 | 515-520-9362 | candiholm21@gmail.com |
| *Christopher McIlrath | 1288 Northridge Rd. | Story City | 50248 | 515-231-9232 | chrismcilrath80@gmail.com |
| Ashlee Mullenbach | 310 Lafayette Ave. | Story City | 50248 | 319-360-2097 | admullenbach@hotmail.com |
| *Tosha Whipple | 10095 Timberland Dr | Story City | 50248 | 972-213-2149 | anderson.tosha@gmail.com |

UNITED CSD (via Boone County)**United Director At Large (vote for no more than 1)**

| | | | | | |
|-------------|----------------|--------|-------|--------------|-----------------------|
| *Kathy Toms | 2042 270th St. | Madrid | 50156 | 515-570-8139 | katmparents@gmail.com |
|-------------|----------------|--------|-------|--------------|-----------------------|

United Director District 1 (vote for no more than 1)

| | | | | | |
|------------|----------------|------|-------|--------------|-------------------|
| Mike Lynch | 2295 220th St. | Ames | 50014 | 515-291-8879 | no email provided |
|------------|----------------|------|-------|--------------|-------------------|

United Director District 3 (vote for no more than 1)**WEST MARSHALL CSD (via Marshall County)****West Marshall Director At Large (vote for no more than 4)**

| | | | | | |
|----------------|----------------|--------------|-------|--------------|--------------------------|
| *Rodney Honeck | 506 1st Ave. N | State Center | 50247 | 515-419-1259 | rodneyhoneck@hotmail.com |
| Bob Ranson | 502 3rd Ave SE | State Center | 50247 | 641-751-6567 | bobranson29@gmail.com |

DMACC (via Polk County)

DMACC Director District 1 (vote for no more than 1)

*Cheryl Langston 1710 Northwestern Ave. Ames 50010 515-232-8984 heggenlangston@gmail.com

DMACC Director District 6 (vote for no more than 1)

*Denny Presnall 811 SW Cohasset Dr. Ankeny 50023 515-360-0198 presnaldenny@gmail.com
 Harold D. Zarr Jr. 834 SE Michael Dr. Ankeny 50021 515-257-4683 educator_1989@hotmail.com

IVCC (via Marshall County)

Iowa Valley Director District 4 (vote for no more than 1)

*Deborah Jones 1715 Fairman Ave. Clemons 50051 641-477-8360 dabj22247@icloud.com



NEVADA PUBLIC SAFETY DEPARTMENT

1209 6th Street – P.O. Box 530 Nevada, Iowa 50201 Tele: 515-382-4593



Ricardo Martinez II
Public Safety Director

Chris Brandes
Chief of Police

Ray Reynolds
Director of Fire & EMS

To: Mayor and City Council
From: Chris Brandes, Chief of Police
Date: Thursday, October 5, 2023
Ref: Report for City Council Meeting for Monday, October 9th, 2023

Staffing

The command staff team interviewed two candidates for the open position. Both candidates are moving on to the background investigation. The timeline is still to try and identify one candidate to hire and send to the January 2024 ILEA class.

Activity

The department organized a multi-agency traffic project as part of our annual GTSB (Governor's Traffic Safety Bureau) contract. This project took place on September 29th and involved increased patrol on Highway 30 and Interstate 35.

Respectfully submitted,

Chris Brandes
Chief of Police



NEVADA PUBLIC SAFETY DEPARTMENT

1209 6th Street – P.O. Box 530 Nevada, Iowa 50201 Tele: 515-382-4593



Ricardo Martinez II
Public Safety Director

Chris Brandes
Chief of Police

Ray Reynolds
Director of Fire & EMS

TO: Ricardo Martinez, Public Safety Director

FROM: Ray Reynolds, Director of Fire and EMS

DATE: October 2, 2023

REF: Activity report for Trustees, City Council and Honorable Mayor.

Calls to date in 2023: 643
 Calls to date same time last year (2022): 542

Fires for Sept. 2023: 3
 Motor Vehicle crashes for Sept. 2023: 1
 EMS for Sept. 2023: 52
 Good Intent for Sept. 2023: 10
 Severe weather Sept. 2023: 0
 Community events for Sept. 2023: 14

Total volunteer Fire/EMS/Rehab support operations members: 44
 [Maximum allowed: 50]

Carrie Brown resigned after 5 years her fulltime job demands were too much
 Ashley Jones was removed for lack of participation
 Zach Larsen moved to the family farm in Roland to help farm since his grandmother died
 Colby Vincent moved to Tama to be closer to his EMT job at the casino

Narcan administered: 0.

Emergency Vehicle Operations Course

Nevada FD and Bondurant FD co-sponsored the EVOC course in Nevada at Score Park. The course provides national certification for instructors to teach skills needed to operate emergency vehicles. Bondurant originally wanted to host the course but they did not have the classroom or driving spaces needed to complete the course. The use of the Pavilion, fire department training room, and the Score Park parking lot provided ideal facilities for the 23 participants from two states. Bondurant and Nevada provided vehicles needed for the driving portion of the course. Chief Reynolds, Assistant Chief Fred Malven, and Captain Jessica Melton were all certified EVOC instructors. Driving emergency vehicles is a critical part of an emergency response. It also presents the highest risk and liability for our department.



Story County Employee Safety Training

Our department provided fire extinguisher training to all Story County employees during their annual safety day of training. The training in the morning and afternoon allowed all of their employees to use our Bullex fire extinguisher simulator.

Live Fire Trailer Use

The Fire Service Training Bureau dropped off their \$1.7 million fire simulator semi-trailer for our department to use during the week of September 25-29. Our crews conducted several nights of kitchen fires, simulated basement fires, living room fires, and pre-flashover roll over fires. The training was hot and real. It allowed our new members to get plenty of hands-on training. Our staff supported firefighters from Kelley, Colo, Cambridge, and Gilbert to use the trailer too.



Quality Control for our Medical Program

The State of Iowa provides quality improvement data and compares our medical program to the rest of the state in several categories. The following continuous improvement columns were provided:

- | | | | |
|----------------|------------|--------------|--------------------|
| 1) Scene time: | NFD | 13 minutes | 529 EMS calls |
| | State wide | 16.6 minutes | 370, 203 EMS calls |

[This is the time our unit remains on scene]

- | | | |
|-------------------|------------|----------|
| 2) Reaction time: | NFD | 1 min |
| | State-wide | 2.64 min |

[This is the time from dispatch to having a unit go on the radio enroute to the scene]

- | | |
|--|----------------|
| 3) Aspirin administration for chest pain | NFD 67% |
| | State-wide 56% |

[This is the first front line medication to give for chest pain to reduce clotting]

- | | |
|--|----------------|
| 4) Lights and Siren response to scene: | NFD 9% |
| | State-wide 42% |

[Lights and sirens responses are demonstrated to have greater risk for patients, providers, and public. Assessing risk is an important EMS system issue. The intent of this measure is to allow an agency to assess the use of lights and sirens responses within the agency]

These metrics have helped our department operate safer during calls. The scene time reduction and consideration of how we drive to scenes contributes to our department's safety and reduces liability.

NFPA Workshop on Cigarette Fires

On 9-25-23, I attended the NFPA Workshop on Cigarette Fires in Washington, DC. NFPA funded the travel and I attended to represent the International Association of Fire Chiefs. The last two fatal fires in Nevada involved cigarettes. Cigarettes account for 30% of all U.S. fire fatalities and 27% of all residential fires. It is interesting the market has seen a 50% reduction in cigarette smokers while maintaining the same fire rates caused by cigarettes. Another trend is showing the move to vapes may show positive benefits to fire rates in the country, yet still are potentially more dangerous than cigarettes health-wise. Of growing concern is how the legalization of marijuana will impact the fire rates in the U.S. as "smoking materials" beyond cigarettes are seeing sharp increases in causing fires. Any community pushing messages for the cessation of smoking will likely see lower fire rates and healthier residents.



October - 2023

To: Mayor, Brett Barker
Nevada City Council
City Administrator, Jordan Cook

From: Tim Hansen, Director of Parks and Recreation

Re: Monthly Report

- Field House Project:
 - Painting in offices, lobby, play area, etc. is scheduled for the week of October 2nd, upper level the week of October 9th.
 - Elevator install is scheduled to begin the week of October 9th.
 - Remaining outside concrete work should be complete the week of October 2nd.
 - Sports equipment installation is almost complete.
 - Fire sprinkler installation should be complete in the next two weeks.
 - Permanent power should be hooked up by October 6th.
 - Flooring installers have put in the moisture probes. HPC will monitor weekly. Hoping for floor installation the end of October.
 - Office furniture install is scheduled for November 1st.
 - Working on donor recognition information and getting the last few forms back.
 - Dedication is set for November 14th at 5:30 pm.
- Parks & Cemetery:
 - Still doing a significant amount of watering trees in the parks due to the dry weather.
 - All spraying for weed control is complete.
 - Preparing athletic fields for fall programs.
 - New baskets for the disc golf course at Harrington Park have been installed. Brandon Sills will install course signage in the next couple of weeks to complete the project.
 - General grounds maintenance.
- Recreation:
 - Pool is winterized.
 - Fall programming is ongoing.
 - Meetings, program planning, rules/policies/fees in preparation for opening the Field House
 - Senior Thanksgiving Luncheon is scheduled for November 21st.
- City/School meeting is scheduled for October 10th.
- Staff, City Council, Nevada Foundation, Safety and Field House Construction meetings.

If you have any questions, please feel free to contact me at 382-4352 (Office), 291-0747 (Cell), or by email at thansen@cityofnevadaiaowa.org.

The Nevada Street Dept has been working on the following

- ❖ Street sweeping
- ❖ Concrete patch repairs
- ❖ Vehicle maintenance
- ❖ Locates
- ❖ Sewer camera inspections
- ❖ Working on CIP projects
- ❖ Training for new camera
- ❖ New flashing lights installed on 2nd and Lincoln 10th and Lincoln 15th and Lincoln 6th and I avenue

October 9th / 2023

Water Pollution Control Council Report

- Regular operation, monitoring & maintenance of the wastewater treatment plant, lift station, and remote flow basin.
- More repairs done on grit screen. Had to replace a flange that had worn through.

For: October 9th, 2023 Council Meeting

To: Mayor
Nevada City Council
City Administrator

From: Erin Coughlin, Library Director

**Nevada Public Library
Council Report**

- We had a minor leak in our roof over the meeting room last month on a very rainy day. We had Central States Roofing from Ames repair it, and they noticed our skylights over the old part of the library are cracked/damaged, etc. We will be getting estimates to have those replaced.
- I attended the State Library's Learning Circuit last week and learned a lot about Community Asset Mapping, which we will work on at the library and share with the city when complete. This will help us develop productive partnerships in the future.
- Amanda, our assistant director, attended the Association of Rural and Small Libraries conference last month and brought many ideas back to the library for us to evaluate and implement as possible. It was a great learning opportunity for her that the entire library will benefit from.
- We are hosting our community conversations this month. We'd love to have council and city support and representation at these. This is part of the grant requirements for the Accessibility grant we received from the ALA. We plan to extend these community conversations to focus on other groups November-January as part of our strategic planning. All will be in our library meeting room.
 - Oct 14th – 10:30 AM
 - October 18th – 1:00 PM

LIBRARY BOARD OF TRUSTEES MONDAY, SEPTEMBER 18, 2023, 5:00 P.M.

Chairperson Allison Severson presided and convened the regular meeting of Nevada Library Board of Trustees on Monday, September 18, 2023 at 5:00 p.m. at the Nevada Public Library, 631 K Avenue, Nevada, Iowa. The agenda was posted on the official bulletin board in compliance with the open-meeting law.

The roll was called indicating that the following named Trustees were present and absent. Present: Lynn Lathrop, Tim McLaughlin, Theresa Presley, and Allison Severson. Absent: Emily Fulton, Priscilla Gammon, and James Woodard (arrived at 5:25 p.m.).

Others in attendance were Library Director Erin Coughlin, Dylan Davison, and Donna Mosinski.

Motion by Board Member Tim McLaughlin, seconded by Board Member Theresa Presley, to approve the agenda as posted. The roll being called, the following named members voted. Ayes: McLaughlin, Presley, Severson, and Lathrop. Nays: None. Chairperson Allison Severson declared the motion carried.

There was no one present who wished to address the Board at this time.

Motion by Board Member Tim McLaughlin, seconded by Board Member Theresa Presley, to approve the following consent agenda items as submitted:

- (1) Approve **minutes** of the August 21, 2023 regular meeting
- (2) Approve September 2023 **claims** totaling \$7,394.24 (see attached list)
- (3) Accept and place on file the Director's **memo** dated September 15, 2023
- (4) Accept and place on file August 2023 financial report

The roll being called, the following named board members voted. Ayes: McLaughlin, Presley, Severson, and Lathrop. Nays: None. Chairperson Allison Severson declared the motion carried.

Dylan reviewed the Summer Learning Challenge with the board. There were 292 people who signed up. Staff made connections with the community through the farmer's market, county fair, and the touch a truck event. Staff is reviewing the outcome of the challenge and will make changes for next year.

Motion by Board Member Tim McLaughlin, seconded by Board Member Theresa Presley, to approve the 2024 Holiday Schedule. The roll being called, the following named members voted. Ayes: McLaughlin, Presley, Severson, and Lathrop. Nays: None. Chairperson Allison Severson declared the motion carried.

Erin will review the dates that the library will be closed to the public and bring it back to the board.

The Budget Committee decided to meet on October 5 at 8:30 a.m. to go over the initial library budget for FY 24/25.

James Woodard arrived at 5:25 p.m.

Motion by Board Member Lynn Lathrop, seconded by Board Member Tim McLaughlin, to approve the Display Policy. The roll being called, the following named members voted. Ayes: Lathrop, McLaughlin, Presley, Severson, and Woodard. Nays: None. Chairperson Allison Severson declared the motion carried.

For Continuing Education, Erin reviewed the State of America's Libraries in 2023. The discussion lasted for 11 minutes.

Library Director Erin Coughlin reported on:

- The Spanish collection has moved to be more accessible.
- Staff has created a Build Your Own book club area.

- Fall Programs have resumed.
- Community Conversations have been scheduled for October 3, 14, and 18.

The next meeting will be held at 5:00 p.m. Monday, October 16, 2023.

There being no further business to come before the Board, it was moved by Board Member James Woodard, seconded by Board Member Tim McLaughlin, to *adjourn the meeting*. The roll being called, the following board members voted. Ayes: Woodard, McLaughlin, Presley, Severson, and Lathrop. Nays: None. Chairperson Allison Severson declared the motion carried. At 5:55 p.m. she adjourned the meeting.

ATTEST:

Priscilla Gammon, Secretary

Allison Severson, Chairperson