

City Administrators Report

June 18-July 10, 2025

2040 Plan

We recently held our annual review meeting for the 2040 Plan, and I'm happy to share that it had a strong turnout. It was great to see so many people coming together to reflect on the year's progress and next steps. We covered all the key items on our agenda and had some thoughtful discussions throughout. During the meeting, we identified a few areas where updates were needed and made some revisions to ensure the plan stays aligned with current needs and goals. It was a productive session overall, and the team showed a shared commitment to keeping the momentum going. Looking at the bigger picture, we're making steady progress and have already achieved quite a bit since our last review. There's still work ahead, but we're on track and continuing to move forward at a strong, consistent pace.

Sidewalk program

At our last meeting, I mentioned that there was a recent discussion specifically about the sidewalk program. As a quick refresher, this program hasn't been active since 2019, but it is one of the key goals outlined in our 2040 Plan. The good news is—we're planning to get it up and running again this year. To move forward, we'll need to revisit some of the past data from when the program was last in place. That means reviewing what areas were already completed, which sections were left unfinished, and identifying what still needs to be tackled. Essentially, we'll be piecing together where we left off and mapping out the next steps to bring the entire program back into full swing. It's going to take a bit of legwork to sort through the details, but it's an exciting step toward making real progress on a long-standing community improvement goal.

IMWCA Visit

We recently had our annual visit from IMWCA, and I'm glad to report that it went really well once again. Overall, it was a positive review, and they were pleased with the continued efforts we've made toward workplace safety and risk management. That said, we did have a couple of incidents over the past year that impacted our MOD (experience modification) number. Melissa had already gone over the details of those incidents in one of our previous council meetings, so that wasn't a surprise during the review. While those did affect our rating slightly, the feedback we received was still very encouraging. In the big picture, it was another strong year. We're continuing to make progress, and it's clear that the work everyone is doing to keep safety a priority is paying off.

Oak Park Preconstruction

We recently held our first preconstruction meeting for the Oak Park Estates project, and overall, it went smoothly. It was mostly the standard agenda you'd expect for a meeting like this—reviewing timelines, responsibilities, and project expectations. Everyone seemed well-prepared, and it was a productive conversation. At this point, we don't have a confirmed start date for construction just yet. We're still waiting on a few pieces of required insurance documentation to come through before things can officially get underway. Once those are finalized, we'll have a better idea of when work will begin on-site. We'll continue to keep things moving forward on our end and share updates as soon as we have more clarity on the next steps.

Homeland Security

We're still in the process of closing out the Homeland Security grants we received in response to the Derecho event. Most of the work tied to those grants has been wrapped up, which is great news, but there are still a couple of final details we need to sort out—specifically related to Harrington Park. Once we get those last few items figured out, we'll be able to fully close out the grant. It's been a lengthy process, but we're nearly there, and overall, we've made solid progress on getting everything completed and documented. We'll keep things moving and will provide a final update once the closeout is complete.

SRF Expansion

We've been making progress on extending the SRF (State Revolving Fund) project further downstream, and we've been actively working with HR Green to explore how to make that happen. While we're all on

the same page about moving forward, we did run into a bit of a snag in the process. After reviewing the options, it turns out that if we were to amend the current SRF project to include this extension, we'd risk triggering new regulatory requirements that could potentially force us to pause or even stop the work already underway. Because of that, the best path forward is to start a new SRF process entirely for the downstream extension.

Given this change in direction, we'll also need to amend our existing contract with HR Green, since the current agreement only covers the original scope of work and doesn't include the extension. This will allow us to move forward cleanly and ensure both phases are handled appropriately without impacting progress on what's already been completed.

We'll continue working closely with HR Green to get everything in place and keep things moving ahead as efficiently as possible.

SS4A Grant

The Safe Streets and Roads for All (SS4A) grant application has officially been submitted. This grant represents a significant opportunity to support planning and safety improvements within our transportation network, with a focus on reducing roadway fatalities and serious injuries.

We expect to receive notification on the outcome of our application sometime in October. If awarded, the funding would allow us to take meaningful steps toward enhancing pedestrian, bicycle, and vehicle safety throughout the community. We'll continue to monitor the status and provide updates as more information becomes available later this fall.

Splashpad

We're currently still waiting to get the next meeting scheduled following our last discussion. During that previous meeting, we requested that the team put together an **additional concept**—one that blends elements from a couple of the earlier proposals they had presented. The goal is to explore a more refined option that better reflects our priorities and feedback. Once they've completed that new concept, we'll move forward with scheduling the follow-up meeting to review it in detail and discuss potential next steps. We'll share an update as soon as that meeting is confirmed.

Sign Equipment

You'll notice Sign Equipment listed on the upcoming agenda. This is something we've been discussing for the past few years, and we're now looking to move forward with it.

The idea is to bring sign production in-house, rather than continuing to order signs from outside vendors and waiting on delivery. By investing in our own equipment, we'll be able to create and install signs more efficiently, which will help us respond quicker to needs across town.

This change is especially important right now, as many signs throughout the community are faded or in need of replacement. Having the ability to handle this work internally will allow us to make timely updates, maintain consistent quality, and improve overall visibility and safety for residents and visitors. We're excited about the potential benefits and look forward to discussing the next steps during the meeting.

I & I

Joe, Ryan, and I recently met with WHKS to begin addressing concerns related to inflow and infiltration (I&I) within our sanitary sewer system. With the increased frequency of heavy rain events, we've noticed a significant uptick in I&I, which is putting added strain on the system and raising long-term concerns. As a first step, we've asked WHKS to start evaluating the situation. The streets crew will be televising specific sewer lines and capturing video footage for the engineers to review. This footage will help identify any potential issues or irregularities within the lines. Once that review is complete, the next step will involve smoke testing. This process will help pinpoint any improper connections or breaches—such as smoke emerging from storm inlets, yards, or other areas where it shouldn't be visible. If smoke is detected in the wrong places, it could indicate that stormwater is entering the sanitary system, which we want to prevent. This investigation is an important step toward identifying problem areas and reducing the impact of storm events on our wastewater infrastructure. We'll continue working closely with WHKS as the evaluation progresses.

Monthly Meetings

IAMU

NEDC Full Board

NEDC Exec

SS4A

Rotary



STAFF MEETING AGENDA July 7, 2025

A. Old Business

- a. City Administrator
 - i. CDBG- Environmental, Historical
 - ii. Wellness meeting
 - iii. Kickoff Meeting w/ Engineers
 - iv. I and I
 - v. Sidewalk Program
 - vi. Oak Park Trail
 - vii. SS4A
 - viii. 2040 plan
 - ix. RR- July
 - x. 51 Acres
 - xi. New Plant
 - xii. Decommission, future plans
 - xiii. Splashpad
 - xiv. Northview
 - xv. Capstone
 - xvi. Trailside-Keystone; additional lots
 - xvii. WWTP- DNR, other Factors
 - xviii. Collector line
 - xix. Kading Property
 - xx. Street Lights, benches, trash cans

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Nevada, IA 50201-0530



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

July 10, 2025

TO: Mayor - City Council Members
City Administrator Jordan Cook

FROM: Kerin Wright, City Clerk

Training with the new financial software continues. Department heads have also been included in the software as there will be a feature where they can approve and code invoices and also work on their budgets within the software.. There is still a lot of information that has to be uploaded for these features to work but we have begun the process.

I forwarded an email from Erin Clanton regarding new legislation beginning January 2026 that newly elected and appointed officials must complete approved training on Iowa's open meetings and open records laws within 90 days of taking office or appointment. More to follow in the coming months ahead.

We are still working through the final submittals for the Camelot Theater Foundations upper story grant and hope to be through by the end of the month.

Kerin Wright
City Clerk/Finance Director



NEVADA PUBLIC SAFETY DEPARTMENT

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



Chris Brandes
Public Safety Director
Chief of Police

To: Mayor and City Council
From: Chris Brandes, Public Safety Director/Chief of Police
Date: Tuesday, July 8, 2025
Ref: Report for City Council Meeting for Monday, July 14, 2025

Staffing

We continue the FTO process with Officer Morpew and Meyer. Officer Morpew is expected to be working solo patrol by August.

Officer Meyer will be attending military training this fall and be working solo patrol soon after returning.

Activity

Iowa passed a new law for Hands Free usage of electronic devices. Effective July 1, 2025, all cell phone, or other electronic devices, must be used while driving in a hands free method. Officers will be conducting traffic stops and issuing warnings for the first six months, citations will be issued after January 1, 2026.

The Nevada Public Safety Department responded to seven calls for service of fireworks complaints. The response ranged from education of citizens, no violations on arrival, or unable to locate the reason for the call. In the end, there were zero citations issued, zero injuries, and zero property damage reported.

The Story County Fair is July 15-20. Lincoln Highway Days is August 22-24. These two events see an increase of vehicle traffic and foot traffic on the southwest section of town. Along with road closures and parking restrictions, officers will have an increased presence for these events.

The police department has either responded to or self-initiated 492 calls for service in the month of June.

Highest number of calls listed below:

Traffic Stops: 163
General Info: 61
Medical Assists: 25
Animal Call: 37
Suspicious Person: 16
Parking Complaints: 14

Respectfully submitted,

Chris Brandes
Public Safety Director
Chief of Police



NEVADA PUBLIC SAFETY DEPARTMENT

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



Chris Brandes
Public Safety Director
Chief of Police

TO: Chris Brandes, Public Safety Director

FROM: Ray Reynolds, Director of Fire and EMS

DATE: July 1, 2025

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

Calls to date in June 2025: 393
Calls to date same time last year (2024): 371

Fires for June 2025: 1
EMS for June 2025: 34
Good intent for June 2025: 16
Community events for June 2025: 6

Current roster number of members: 44

Membership:

Gabe Tedrow has left the department due to the time constraints for membership. “I understand that my current circumstances may not align with what the department needs right now. Between being a full-time student, working full-time, serving in the National Guard, and preparing for the arrival of twins, my availability has become limited.”

Delay / Lack of response:

The department has 44 members. However, during the day, most of them work outside the city or in jobs where they cannot leave work.

The department breakdown is:

28 firefighters (many having medical certifications)
2 medic only responders
9 support operations rehab technicians
1 chaplain.

As some of the more reliable newly married members start families, their availability is declining. Those who are career firefighters in Ankeny have part time jobs serving as a firefighter in other communities or they work a 48-hour shift. Four members work 48-hour shifts at Marshalltown Unity Point Ambulance and have additional part time jobs in public safety capacities. Three members who have retired from their full-time jobs, along with the fire chief provide much of the daytime coverage. The age of those retired members is 77, 71, and 70. Ryan Hutton is an EMT and firefighter and helps as much as he can. His job is becoming more time demanding as he now takes on rental inspections. The increased call volume, lack of

ambulance availability, age of our daytime available firefighters, and lack of daytime responders is not sustainable for the city in the long term. People prefer paid part time positions in other communities and volunteer less in unpaid departments. It is common for the fire chief to be the only responder to calls during the week. If any of the retired staff or myself are out of town, the fire protection or ems coverage is non-existent.

5-23-25 09:22 am **Fall with head injury** **no ambulance available in the county** ended up calling Colo volunteer FD to transport with their ambulance and one of our paramedics on board. (Appropriate response from NFD, delay in ambulance)

6-4-25 06:57 am, **Severe back pain** **no ambulance available in the county.** Our paramedics provided pain medication and had to ride to the hospital in the Colo volunteer FD ambulance because they do not have paramedics.

6-17-25 09:37 am, **Medical pendant alarm** No volunteers available to respond. (1 F/T staff responded after a delay).

6-19-25 9:23 am **person unresponsive** at a farm implement dealership (1 F/T responded)

6-19-25 8:57 pm **Person lightheaded pulled over on Hwy 30** possible heart attack
(Staff not available to respond)

6-20-25 3:15 am **Person fell and needed lift assistance**
(Staff not available to respond)

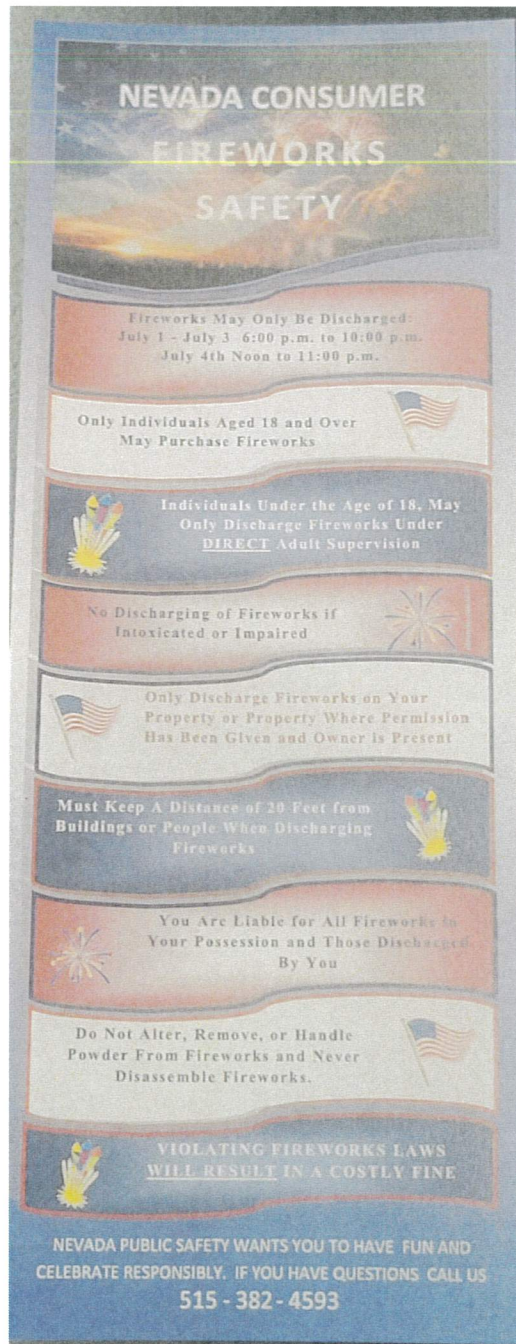
6-20-25 2:15 pm **Person with a mental health crisis** 190th Ave
(Staff not available to respond)

Fireworks 2025

The state has passed legislation that allows fireworks within the state to be discharged July 3 from 9am to 10pm and July 4th from 9am to 11pm. This adds 9 hours to our previous legal start time of 6pm. The stop time is the same as we have always had it. Each year we spend a lot of time with the vendors to assure they are in compliance.

Reports from Denison FD showed when tested, four of five sites sold to minors. Imagine five sales sites in a community similar in size to Nevada. As of July 1, I have only heard two illegal discharge of fireworks incidents outside of authorized times. We anticipate more fireworks as we get closer to July 4th and we will be enforcing city code like normal

The flyer below was purchased with grant funds from the state. We provide these to the fireworks vendors for their customers. Inspections and flyer distribution are the extra efforts we take to keep consumer fireworks manageable in a climate where the state wants to take away control from cities. Nevada has it a lot better than the cities who did not allow fireworks. Those sales tents move in around June 13th compared to our sites that started sales on June 24th.



LOSAP (Length of Service Award Program)

The state has passed a new program to incentivize volunteer police, fire and ems services. The program matches any city investment up to \$500 annually. The City of Nevada does not currently participate in this program but does pay a nominal taxed stipend every 6 months of \$7.50 per call. This program would be another economical option to consider and would address the past pay study recommendation to improve volunteer stipend or incentives.

LOSAP stands for Length of Service Award Program. It's a program designed to reward and recognize the dedicated service of volunteer firefighters, emergency medical services (EMS) and Reserve Police Officer personnel. In simple terms, when people volunteer as firefighters or EMS workers to help keep their community

safe, they may be eligible to participate in LOSAP. The program is like a special benefit or incentive for their hard work and commitment.

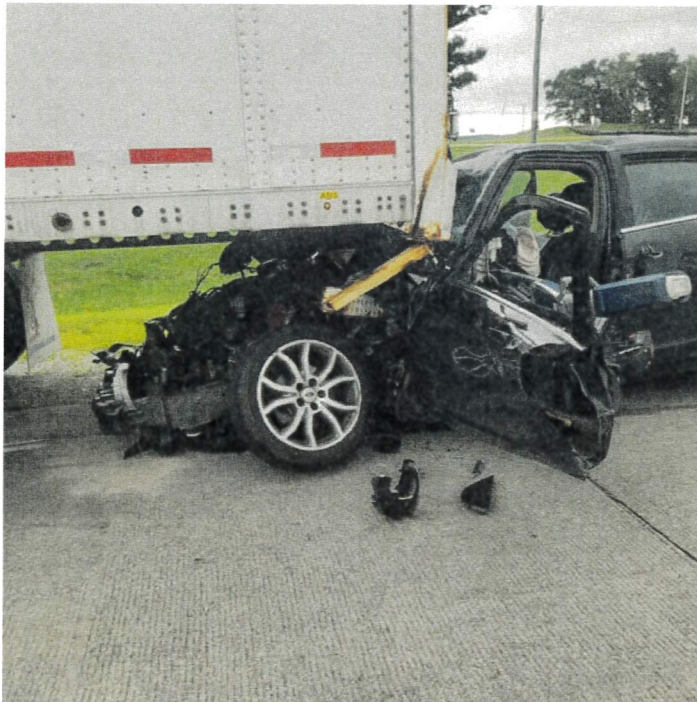
Here is how it generally works: As volunteers serve their community, they earn points or credits for their time and service. These points accumulate over time based on the number of hours they spend on duty or participating in training activities.

Once a certain threshold or requirement is reached (like completing a certain number of hours), volunteers become eligible to receive a reward or benefit. This benefit can vary depending on the specific LOSAP program, but it often includes things like a cash payment, retirement savings account contributions, or other types of incentives.

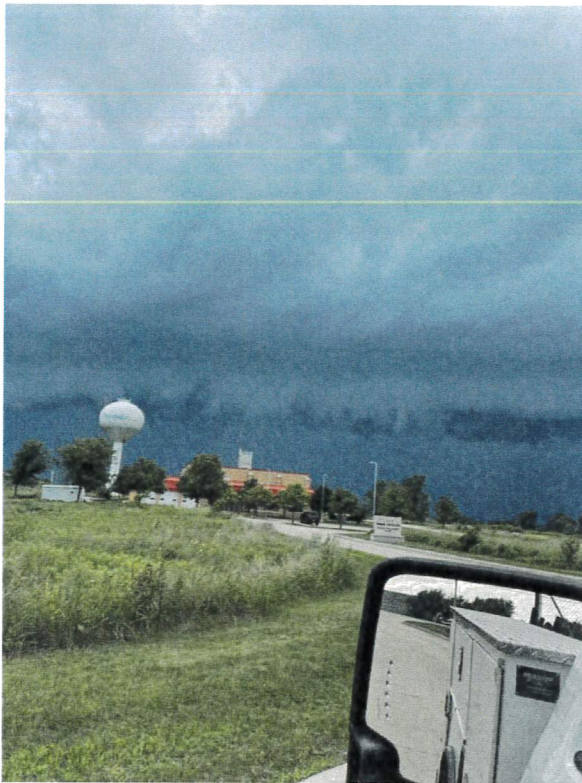
The idea behind LOSAP is to encourage volunteers to stay involved and dedicated to their firefighting or EMS roles over the long term. It recognizes their commitment and provides a way to say "thank you" for their valuable service to the community. It is important to note that LOSAP programs can differ between different regions or organizations, so the exact details may vary. However, the general purpose is to motivate and reward volunteers for their selfless service and dedication to keep their communities and citizens safe.

Example: if the city provided \$100 per year for those meeting a good year, the state would match that amount. In 10 years, the volunteer would collect \$2,000 when leaving the department. Those leaving early would have the funds distributed to all eligible LOSAP members for the year.

Monthly activity



NFD did storm spotting, worked at hazmat training with Lincolnway Energy, hosted countywide EMS training, handled a difficult vehicle extrication, stood by as a pipeline was struck by a sprayer boom, and we honored the return of WWII service member Melvin Huff who died in 1945.



The Nevada Street Dept has been working on the following

- ❖ Vehicle maintenance
- ❖ Locates
- ❖ Patching holes
- ❖ Graded gravel roads
- ❖ Mowing guard rails
- ❖ Sewer cleaning
- ❖ Intake work
- ❖ Street patch work
- ❖ Finishing up way finding signs
- ❖ Tracking storm sewers on W18th
- ❖ Mosquito fogging



July - 2025

To: Mayor Condon & Nevada City Council
City Administrator, Jordan Cook

From: Tim Hansen, Director of Parks and Recreation

Re: Monthly Information Report

- SRF Sponsored Projects:
 - Project A (Indian Creek) continues to progress to the west and north. The rains have provided some challenges, but the contractor is continuing work as best as they can.
 - Exploring the possibility of extending Project A farther to the south. More to come on that in the near future.
 - Project B has not started yet.
 - TK Grading was not able to get the seeding done at Harrington due to all the rain in June. He has indicated his intent to get it done the week of July 7th.
- The contractor has been at the Field House to address leaks that have been persistent with all the rains we have received. They are making progress and continue to be responsive to this issue.
- Splash Pad Project: We had a meeting with JEO on June 19th to review options. They will continue to explore different options until we find what meets our needs and budget. We don't have date for the next meeting at this time.
- Planning for The Wall That Heals is coming together. This will be a very nice event. It is scheduled for August 5-10 at SCORE.
- Staff has been doing spot spraying for weed control at various locations around town.
- Staff is working on stump removal throughout the park system. We will also be finishing up tree removal at Harrington Park.
- We are almost halfway through the pool season. We are completed 4 out of 5 sessions of swimming lessons.
- Planning for fall and winter programming.
- Continuing education for staff.
- Staff, City Council, Safety, and Nevada Foundation meetings.
- My last day with the City of Nevada as Parks and Recreation Director will by July 18th. It has been a great experience, but I am excited for retirement. All the best - thank you.

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

July 14th / 2025

Water Pollution Control Council Report

- Regular operation, monitoring & maintenance of the wastewater treatment plant, lift station, and remote flow basin.
- Flooding from excessive inflow and infiltration caused a surge in the sewer system that flooded the lower screen room of the lift station. Damages are minimal, but being assessed.
- A network fault affected the plant, troubleshooting via Jetco and the city's IT found the issue and worked to correct it. The Solution was for the city's IT to disable IP version 6 at the plant and lift station to prevent this in the future.

For: July 14, 2025 Council Meeting

To: Mayor
Nevada City Council
City Administrator

From: Amanda Brewer, Library Director

**Nevada Public Library
Council Report**

MY REPORT

The library board held a special meeting on Wednesday, July 2nd to set a wage for the Library Clerk Lead position based on the established matrix. The library approved this job description at the May meeting and the hours for this position were included in the 2025-2026 budget. The board also approved an updated Assistant Director job description. Some of the previous job duties of the Assistant Director are being distributed to other positions so that the Assistant Director position can take on adult programming duties. This will allow us to expand our outreach services for adults and provide more consistent adult programs in the library as well as in the community. Emily Holms will be leaving mid-August, so we will be looking to fill the Assistant Director position.