

City Administrators Report

January 22- February 5, 2026

New Finance Director

Over the past couple of weeks, we have been working on transitioning Kerin into another office in preparation for Lucas' start date, which was February 2nd. During this time, we have been focused on ensuring a smooth handoff and helping Lucas begin to settle into his new role.

We have been reviewing a wide range of information and responsibilities with him, and while he has already made good progress, getting him fully caught up will take some time due to the depth and complexity of the position. Since starting, Lucas has met the majority of City staff, attended several meetings, and has been spending time working closely with Kerin. Together, they have begun reviewing our budget processes so that he can start developing a clear understanding of current financial planning and ongoing projects. In addition, Lucas has visited most of the City departments to observe day-to-day operations, review workflows, and gain a better understanding of how each department functions. This has been an important step in helping him learn the operational side of the organization and become familiar with overall City activities.

Drainage

We have now sent all of the project information and bid materials out to the appropriate parties. Joe currently has meetings scheduled with two of the vendors we provided the bids to, so they can gain a clearer understanding of the scope of work and what the project will ultimately involve. These discussions should help ensure that the bids we receive are accurate and reflect the full expectations of the project. I am hopeful that we will have all proposals and quotes returned by the end of next week. Once we have everything back, we will be able to move forward into the planning phase and begin outlining the next steps, timeline, and overall project approach. After the quotes are received and reviewed, I will then contact the county to discuss their potential level of participation and determine what they may be willing to contribute financially toward the project.

Bond

We will be meeting with our municipal advisor to review the bond information and address several important questions as part of the approval process for the bond we have been working on. This meeting will help ensure that we have all required documentation in place and that we fully understand the expectations moving forward. During this discussion, we will be going over a number of key financial and planning topics, including requests for additional information such as:

- A recent report detailing the City's current investments and financial holdings
- Our Capital Improvement Plan, outlining upcoming infrastructure and major project needs
- A long-term financial plan or forecast to demonstrate future stability and planning
- The City's investment management policy
- Our debt management policy, including how current and future debt obligations are handled
- The City's reserve and fund balance policy, along with overall strategies for maintaining financial strength

In addition, we will be reviewing broader considerations such as the City's current debt and capital needs, the state of the local economy in Nevada, and financial performance across

previous, current, and future fiscal year budgets. Overall, this meeting will be an important step in ensuring the bond is managed effectively and that we are prepared to meet all requirements for approval and long-term oversight.

Trunk Line Stilling Structure

The stilling structure has been functioning well and has successfully helped block the odor that was previously generating complaints. Since it has been in place, we have noticed a significant improvement, and the issues related to unpleasant smells have been greatly reduced. In addition, we have taken further steps to protect the structure moving forward. A small insulated shed has been installed over the stilling structure to provide added protection from cold weather conditions. This will help prevent the system from freezing during winter months and ensure it continues operating effectively in the future.

Access Control

This information is included in the council packet.

CDBG

As mentioned in my previous report, the lead and asbestos testing has been fully completed, and we are currently awaiting the final results. Once those results are received, we will be able to determine the next steps and ensure all necessary requirements are addressed moving forward. In addition, the historical review process has also been completed. The consultants are now in the process of uploading all required documentation and forms to the state's online system. This submission is an important part of meeting state compliance requirements and keeping the project on track for approval.

LMI Program

To continue addressing housing needs in Nevada and expand the availability of affordable options for residents, the City and the Nevada Economic Development Council (NEDC) are proposing a set of targeted housing initiatives. These programs are designed to support affordable homeownership, improve existing rental housing stock, and assist income-qualified buyers in purchasing homes within the community. These proposals build on the success of recent housing efforts, including the Keystone project in the Trailside subdivision, and are modeled after similar programs implemented in Boone (2020) and Slater (2025).

1. Affordable New Single-Family Home Initiative

This initiative is intended to encourage the construction of new affordable single-family homes by helping reduce the upfront cost of residential lots.

Key components include:

- The program would provide a subsidy of 10% of the lot cost, up to a maximum of \$30,000, to support new home construction.
- Homes supported through this program must be projected to come on the market at or below \$299,999, which is considered affordable for a family of four earning at or below 80% of the Story County median income.
- The builder or developer must certify that the home will be listed and sold at or below the affordability threshold.
- NEDC would advance the funding once the initial certification is submitted.

To ensure accountability:

- A forgivable loan agreement would be established.

- If the home sells for more than the certified price, the subsidy must be repaid with interest.
- Once the home is sold and the final sale price is verified at or below the threshold, the assistance funds would be forgiven.

Additional safeguards include:

- A five-year deed restriction placed on the property.
- Loan forgiveness would occur at 20% per year, fully forgiven after five years.

The pilot program goal is to support five new affordable homes per year.

Funding reimbursement would be requested by NEDC through the City's Low-to-Moderate Income (LMI) funds.

2. Rental Rehabilitation Program

Over the past five years, Nevada has attracted nearly 200 new rental units. This program focuses on improving the City's most attainable rental housing: existing apartment and rental stock.

Program highlights:

- Local landlords would be eligible to apply for grant assistance to renovate and rehabilitate existing rental units.
- Grants would be available up to \$10,000 per unit.
- In exchange, participating landlords must agree to maintain rents at or below 80% of Story County Fair Market Rent (FMR) for a period of five years.

The pilot program goal is:

- Improving 20 rental units per year over two years.

NEDC would manage:

- Application processing
- Annual compliance monitoring
- Reporting requirements for assisted properties

Funding support would be requested through the Story County Housing Trust Fund LMI dollars.

3. Home Buyer Assistance Program

To promote the purchase of existing homes within Nevada, the City is also proposing a direct home buyer assistance program.

Key details include:

- Eligible buyers must have household incomes at or below 80% of the county-wide median income, based on household size.
- NEDC staff would perform income verification in compliance with Iowa Finance Authority guidelines.
- Qualified buyers would receive \$5,000 in grant assistance, payable at closing through coordination with the buyer's lender.

Additional program details:

- Assistance would be a one-time benefit per homebuyer.
- The goal is to assist 20 homebuyers per year during the two-year pilot period.

Funding for this program would also be requested through the Story County Housing Trust Fund LMI dollars.

Summary of Pilot Program Goals (Two-Year Period)

Program	Assistance Type	Annual Target
Affordable New Home Initiative	Lot cost buy-down (forgivable)	5 homes/year
Rental Rehabilitation Program	Grants up to \$10,000/unit	20 units/year
Home Buyer Assistance Program	\$5,000 grant at closing	20 buyers/year

Monthly Meetings

IAMU

NEDC Exec

Mainstreet

Rotary

PPL



STAFF MEETING AGENDA

Tuesday, January 20, 2026 @ 9:00 A.M

- i. CDBG- Historian/Lead/Asbestos
- ii. Legislative Review
- iii. Access Control
- iv. Splashpad
- v. Decommission- 1st phase of testing
- vi. W. 18th Street drainage
- vii. Internet Services
- viii. Oak Park Trail
- ix. Housing Development
- x. Resource Recovery Center
- xi. ICAP
- xii. WWTP
- xiii. Ordinance Changes/Fee Appendix



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: Wednesday, February 4, 2026
Ref: Report for City Council Meeting for Monday, February 9, 2026

Staffing

Officer Kellan Sydnese has officially resigned from the department. This is associated with his move to Montana.

Officer Joseph Meyer has been back from a military school for approximately a month. Officer Meyer completed a refresher FTO process and is now working on solo patrol. Officer Meyer is assigned the overnight shift.

CSO Pritchard remains out of the office on medical leave.

Activity

The police department has either responded to or self-initiated 468 calls for service in the month of January.

Highest number of calls listed below:

Traffic Stops: 192

General Info: 54

Medical Assists: 36

Animal Call: 24

Suspicious Person: 14

Welfare Checks: 9

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: Feb. 2, 2026
REF: Activity report for Trustees, City Council and Honorable Mayor.

Calls to date in (2026): 59
Calls to date same time last year (2025): 55

Fires for Jan. 2026: 4
EMS for Jan. 2026: 38
Good intent for Jan. 2026: 6
Public assists for Jan. 2026: 11

Membership:

Current roster number of members: 45

Delay or Minimal Staffing on Calls:

1/13/26 2:17 pm **chemical or smoke odor in a home** (2 volunteers responded).

1/28/26 05:53 am, **Motor vehicle crash with injury** (1 F/T and 2 volunteers responding)

1/29/26 12:14 pm **Fall with shoulder pain** (1 F/T and 1 volunteer)

1/29/26 12:45 pm **Public assist of a 450lb person to get back in house.** Paged fire department no volunteers available from fire or first responders, Police officer not available. (1 F/T & got 2 city employees from street and water department to assist.)

Old Engine 310

The 1998 Spartan engine (old 310) was a township engine. The township allowed the fire department to accept a donation from Verbio, Midstates Companies, Key Cooperative, and Lincolnway Energy to put towards the new engine in exchange for the engine to be relocated at the Verbio plant as a first line of defense for an incident in the industrial corridor. The engine was moved over to Verbio this last month once the new engine was placed in service.

The new fire engine has responded to four structure fires in January and performed flawlessly. E210 our 2017 Toyne is being used for alarms, rescues and other calls and is 2nd out on fires. E310 is first out on all fires with the larger water capacity of 1500 gallons vs 750 gallons.

Ambulance 864

The fire department association has purchased an ambulance to support our fire department operations. Not only is this a functioning ambulance to transport patients to the hospital in the event no ambulances are available from our county and regional hospitals, having medical and support operations on fire scenes adds a layer of safety to any fireground. This is a great partnership between the city and the Nevada Firefighters Inc (501C3) organization.



Garage Fire

Quick notification from a city employee driving by a garage that was on fire allowed our team to quickly respond and put out the garage. The UHP system in the command vehicle knocked most of the fire down inside the garage until an engine could be staffed and respond to back up the incident. Minimal fire damage.



Street dept has finally started making our street marker signs. We will be getting them put together and start putting them up soon. We have been busy with helping other departments. Weather is looking better coming up so we are planning some of our street repairs logistics. Working on getting road construction project ready to go. Pothole patching is ongoing as time allows for the workers. Going through our painting equipment so we can get going on that project first part of spring.

JOE MOUSEL

NEVADA STREET SUPERVISOR



February 9th / 2026

Water Pollution Control Council Report

- Regular operation, monitoring & maintenance of the wastewater treatment plant, lift stations, and remote flow basin.
 - The Nevada Wastewater Treatment Facility Improvements are substantially completed and all processes are operational.
- Stilling Structure has been covered and insulated, allowing proper odor filtration operations.
- Advancing staff Continuing Education Credits.
- Reviewing Biosolids Reporting Forms for DNR and EPA submittal.
- Training Staff over chemical safety.
 - Implementing chemical safety procedures.
 - Updating SDS & MSDS with new materials on site.
 - Digester System is ready for official Clean In Place when applicable.
- UV Proficiency Testing has begun.
- Ongoing Punch list work being logged and completed at Phase 2.
- Ongoing Warranty Work Orders completed as assigned at Phase 3.

February 3, 2026

To: Mayor and City Council

From: Rhonda Maier, Director of Parks and Recreation

Re: Monthly Information Report



- Completed Work/Accomplishments
 - Finalized budget
 - Hattery Park Playground equipment purchase for two main pieces
 - Harrington Park conceptual complete
 - Various meetings with interested community members on Frisbee Golf course addition and dog park.
 - Completion of youth basketball programs for 4 year olds – 4th grade
 - CIRL 3-4 Grade Basketball End of Year Tournament
- Items Currently Working On/Gathering Information
 - Engineering and cost projections for Harrington Park project
 - Potential fundraising for Harrington Park project in collaboration with the Nevada Foundation.
 - Harrington Park potential grant funding.
 - Continued work on Hattery Park refresh.
 - Discussion with soccer club on greenspace throughout the community.
 - Pool vacuum purchase
 - Adopt a flower bed/community beautification program
 - Trail signage update
 - Special Events: Pizza Pie Looza, Angels In The Outfield, AAU VB Tournaments
 - Water issue regarding West Indian Creek tributary along Lincoln Hwy
 - Removal of trees at Harrington Park
 - Removal of drop slide at aquatic center
 - Post removal at aquatic center to allow for landscaping updates
 - Gathering information on aquatic center feature updates
- Notable Field House Events
 - Success Gymnastics
 - Vision Basketball
 - Nevada Soccer Futsal League
 - Iowa PowerPlex VB
 - Various Birthday parties utilizing all areas of the facility

If you have any questions, please feel free to contact me directly at 515-382-4352 or by email at nevadarecreation@gmail.com. Thank you for your continued support of Nevada Parks and Recreation.

For: February 9, 2026 Council Meeting

To: Mayor
Nevada City Council
City Administrator

From: Amanda Brewer, Library Director

**Nevada Public Library
Council Report**

MY REPORT

I applied for the Dollar General Summer Reading Grant to help offset programming costs this summer. The library's study rooms' HVAC system has stopped working. It is about 12 years old system and each room has their own unit mounted in the ceiling and they communicate to a central device. We are trying to get bids, but with the super cold weather lately, it is taking longer than anticipated. We are going to look at two different options, 1- staying with the same set up but just get new units and a new communication board and 2 – running ducts to each room and having a set up much like the rest of the library. The library is celebrating it's 150th Anniversary this year. The library team is busy working on plans to honor this milestone.

LIBRARY BOARD OF TRUSTEES MONDAY, JANUARY 26, 2026

LIBRARY BOARD OF TRUSTEES MONDAY, JANUARY 26, 2026, 5:00 P.M.

Chairperson Theresa Presley presided and convened the regular meeting of Nevada Library Board of Trustees on Monday, January 26, 2026 at 5:00 p.m. at Nevada City Hall, 1209 6th Street, 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: Emma Cassabaum, Derek Grote, Theresa Presley, and James Woodard. Absent: Priscilla Gammon, Joshua Peschel, and James Woodard.

Others in attendance were Library Director Amanda Brewer, and Donna Mosinski.

Motion by Board Member James Woodard, seconded by Board Member Derek Grote, to **approve the agenda** as posted. The roll being called, the following named members voted. Ayes: Woodard, Grote, Presley, and Cassabaum. Nays: None. Chairperson Theresa Presley declared the motion carried.

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

Library Director Amanda Brewer reported on:

- Amanda is getting bids on HVAC units. The study rooms currently have no heat.
- Amanda is having contractors look at making the front counter ADA compliant.
- The shelf converters are in and well liked among staff and patrons.
- The seed swap is Saturday, January 31.

- Amanda has talked to the Arts Commission about a mural at the library.
- This year is the 150th year of the Nevada Public Library.
- The February meeting will be Tuesday, February 17.

For Continuing Education, Amanda asked the board to watch The Librarians' Screening on January 10 from 4-6 pm. There is another showing on February 9th. The discussion lasted for 3 minutes.

Motion by Board Member Emma Cassabaum, seconded by Board Member Derek Grote, to approve the following consent agenda items as submitted:

- (1) Approve **minutes** of the December 15, 2025 regular meeting
- (2) Approve **minutes** of the December 22, 2025 special meeting
- (3) Approve January 2026 **claims** totaling \$10,740.36 (see attached list)
- (4) Accept and place on file the Director's **memo** dated January 9, 2026
- (5) Accept and place on file December 2025 financial report

The roll being called, the following named board members voted. Ayes: Cassabaum, Grote, Presley, and Woodard. Nays: None. Chairperson Theresa Presley declared the motion carried.

Motion by Board Member Emma Cassabaum, seconded by Board Member Derek Grote, to approve the Volunteer Policy. The roll being called, the following named members voted. Ayes: Cassabaum, Grote, Presley, and Woodard. Nays: None. Chairperson Theresa Presley declared the motion carried.

Motion by Board Member Derek Grote, seconded by Board Member James Woodard, to dissolve the Community Service Offender Volunteer Policy. The roll being called, the following named members voted. Ayes: Grote, Woodard, Cassabaum, and Presley. Nays: None. Chairperson Theresa Presley declared the motion carried.

Amanda will be presenting the FY2025 Library Annual Report to the City Council tonight. She gave an overview of the report.

There being no further business to come before the Board, it was moved by Board Member James Woodard, seconded by Board Member Emma Cassabaum, to adjourn the meeting. The roll being called, the following board members voted. Ayes: Woodard, Cassabaum, Grote, and Presley. Nays: None. Chairperson Theresa Presley declared the motion carried. At 5:35 p.m. she adjourned the meeting.

ATTEST:

Priscilla Gammon, Secretary

Theresa Presley, Chairperson