

# Year-End Nuisance Report for 2025

## Holstein, IA

101 S Lubeck Street (Todd Brent) – In April we sent him a letter asking him to please paint his garage. In May we sent him an Official Notice for the same. By September 9 the garage was painted. Abated.

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106 S Lubeck Street (B&V Ventures, LLC.) – We have been after this property to scrape and repaint the shed since 2023. As of April 29, of this year, the painting has been completed. Abated.

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107 E Elm Street (Michael Schleimer) – This property formerly belonged to Rochelle Poller. She sold it to Katie Vohs in August of 2024. Ms. Vohs sold it to Michael Schleimer in May of 2025. We have sent several letters, asking for a response to fix up the property. The latest was a letter sent on December 2<sup>nd</sup>, 2025, asking them to contact the City and let us know their intentions with the property.

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107 S Altona Street (Delores LeWitt & Margaret Johnson) – They had a boat parked in the yard that needed to be stored inside an enclosed structure. A letter was sent and a conversation was had, by phone, with Darrell (Johnson?) and the boat was removed. Abated.

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109 Albers Street (Meridith Miller-Brummer) – This house has had missing siding and needed the garage repainted since at least 2024. We had sent a letter and an Official Notice that both went unanswered. After the May 15, 2025 deadline passed, we issued a citation. Tammy received a call from Ms. Miller-Brummer, stating that she had sent me an email, back in January, stating that she had hired a contractor. I checked my email and found the email that she had sent. I had responded to the email, asking what her address was and what town she lived in. I received no response back from her. On September 9, 2025 I checked on the house again and the siding was fixed and the garage was repainted. Abated.

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109 S Lubeck Street (Jeff & Kelly Johnson) – Early in the year, I sent them a letter for the framed, wall panel that they had leaning up in the back of the house. I told them to either utilize it or remove it. They removed it. In December, they had some junk on the property and I sent them a letter asking them to remove that. I will follow up on the junk issue the next time I'm in town.

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110 Albers Street (Talaya Newby & Kenneth Curtis) – They were asked to refrain from parking vehicles on their grass. They have since complied. Abated.

111 S Altona, 114 S Altona, 416 N Main Street and 506 N Main Street (Lawrance & Margarita Brandt properties) – Larry has been on the “Naughty List” for years. His four properties have had issues such as junk, loose paint, etc. We have sent letters; we have sent Official Notices; we have had him come to City Hall for meetings; we have taken him to court several times and he still did not get his properties cleaned up. The City Attorney and I were in court with him in early 2025 and the magistrate told Larry that if he did not have his properties cleaned up by September 23, he would put him in jail for 10 days. The hearing on September 23 was postponed (good thing for Larry because he still wasn’t done cleaning up). Larry finally got his properties cleaned up and fixed up to the point where we were willing to let the issue rest. We will keep a very sharp eye on his properties, going forward.

Abated.

111 S Lubeck Street (Linda Brodersen) – In April, we sent her a letter to refrain from parking a trailer on her grass.

112 S Lena Street (Eliza Lewis) – This property has been on our list since 2018. Weeds, junk vehicles, junk, siding on the garage and house have all been issues. In October of 2023 we sent a letter to her, asking her to please finish the siding on her house and garage. After waiting all winter, we sent her an Official Notice in April of 2024. Ms. Lewis had called City Hall and asked for an extension on the Notice and told them that the house would be done no later than July 20 (2024). We

granted the extension. No further progress was made on the siding so I texted Ms. Lewis on February 24, 2025. She responded on February 25, 2025, stating that they were almost done. I asked her (via text) when they plan on having it ALL done. She replied, “I’m hoping end of April.” In November, I sent another letter telling her that she was almost done; all they have left is a little bit on the back of the garage. On December 2, 2025 I took paperwork over to the City Attorney so he can cite them for a 2<sup>nd</sup> offense. Pending litigation.

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113 S Altona Street (Omar & Mindy Balderas) – In September, I sent them a letter, asking them to fix the loose gutter on the front of the house and remove the walnut tree that’s growing right next to the foundation. After reviewing with the subcommittee, we decided to leave the tree alone and remove this property from the list.

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115 N Altona Street (Zachary Gothier) – Back in April, we sent him a letter asking him to address the paint on the house and garage, the porch roof and the brush in the yard. In May we sent an Official Notice for the same. I received a call from Zach in August. He said that he’s trying to get things cleaned up. He said that he’s getting paint for the buildings and he’s working on getting someone to cut and remove the dead tree. I told him to keep moving and keep me updated. In November, I received a text from Zach, saying that everything on his list is done, except for the tree. He has contacted a local tree guy and they

were putting him on their list; however, their truck broke down and their schedule moved back. He is going to call them and ask them when they think they will be able to remove the tree. If the tree is not removed by spring ('26), I will reach out to him.

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115 N Hanover Street (Pauline Nordstrom) – I sent a letter in February, asking them to not park on the grass. As of April, they have been in compliance. Abated.

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116 S Altona Street (Michael & Deserae Kirchner) – This property has been on the list for years. We have written letters, sent Notices and even taken them to court twice. The subcommittee decided to hire a cleanup company and have the front yard cleaned up, along with tow any unlicensed or junk vehicles. On December 23<sup>rd</sup>, we enforced the Court Order. We had Siouxland Junk Removal come out and clean up the yard and Stockton Towing come out from Sioux City and tow the motorcycle and pickup truck that have been in the front yard for months. They are not completely abated, but they are much better and I believe we will get better responses from them in the future.

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116 W Maple Street (Donovan Noe) – Mr. Noe was sent a letter back in 2018, asking him to please paint his garage and refrain from parking vehicles on his grass. He has since removed the vehicles from the grass and painted three of the four sides of his garage. His last deadline to have the garage

painted was May 15, 2024. Since only three of the four sides have been painted, and we have a court order, we decided to take him back to court to answer to the judge why he did not finish painting the garage. On December 2, 2025, I signed an affidavit with the court, stating that the garage has not been finished and we would like to schedule a hearing with the courts, so that Mr. Noe can explain why he hasn't completed the garage painting. His court hearing is scheduled for January 22<sup>nd</sup>, 2026.

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120 N Altona Street (Steven Vohs) – This property has been on the City's list for at least a decade. It's been in really bad shape the entire time. We have dealt with at least three different owners during that time. Steven Vohs took possession of the property in February of 2025 and immediately began working on fixing up the buildings. The work is pretty much done and the property looks amazing. Abated.

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120 S Albers Street (Thomas Plum) – Back in May, we sent a letter asking Mr. Plumb to please clean up some junk and volunteer trees on the property. By July, all the items were addressed and he is now in compliance. Abated.

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125 S Main Street (Patrick Beckman) – In March of 2024, we sent a letter asking Mr. Beckman to please repaint the garage doors on the front of his building and clean up the junk and remove the junk vehicles from the back

of his building. He removed the junk and junk vehicles right away and he called me, letting me know that he would like to have more time to paint the garage doors, because he wanted to do it right and paint them with automotive paint. I gave him more time and he finally finished the garage doors in November. Abated.

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129 S Main Street (Francene & Keith Leonard) – We have been sending this property letters and Official Notices since 2023. They needed to scrape and repaint the building and replace some windows. In May, the previous owner(s) sold the property to KVH, Inc. and they tore the building down. Abated.

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146 S Main Street (Randall Specht) – We have been after this property since 2018. The house needs to be scraped and repainted and he's needed to remove the junk from the yard/driveway. Randall reached out in 2024; he said that he can purchase the paint, he just didn't have a way to get the paint on the building. I reached out to Terri to see if there were any volunteer groups around town that might want to help him out. Terry tried to locate a group; however, no one was willing to paint his house. Left with no other alternative, we have been dealing with Mr. Specht through the court system. We are currently waiting until the weather warms up in the spring ('26) to see if his contractor shows up.

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200 N Main Street (First Cooperative Association) – The subcommittee decided to put some pressure on First

COOP to clean up their Hwy 59 (Main Street) properties. The one located at 200 N Main Street is missing several windows and the awning cover has blown off, leaving just the frame. We sent them a letter in October and followed up with an Official Notice. They have until January 15 to comply.

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200 W 1<sup>st</sup> Street (107 Main, Inc.) – We asked them to scrape and repaint their building. They ended up residing it and it looks great. The only issue was, they did not do the fascia and soffits. We sent them another letter, requesting the fascia and soffits and they have since completed the job. Abated.

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203 S Kiel Street (Morgan Ehrp & Kylee Knipper) – Someone at this residence drives semi-trucks professionally. They had a semi-tractor parked in the driveway that was covering the City sidewalk in front of their house. We sent an Official Notice and they have since refrained from parking over the sidewalk. Abated.

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204 E Maple Street (Mikenna Hoffman) – We initially sent a letter, asking her to clean up the brush and junk on her property. The junk included some building materials she was storing in her yard. Most of the junk was cleaned up; however, she still had some steel panels (roof/siding), in her yard on the northwest side of her yard. After no action after the Official Notice, we decided to turn it over to the City Attorney, who issued a citation. The property was cleaned up after the citation was issued and the City

Attorney explained to her on the phone, that the property was in violation on the date the citation was issued; now that it was cleaned up, we would be willing to dismiss the case if she paid the court costs. She said she refuses to pay the court costs. I believe the subcommittee is considering it abated and we dropped the case. I'm not sure who paid the court costs.

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207 N Hanover Street (Patrick Beckman) – Mr. Beckman was sent a letter for having vehicles parked on the grass on this property. After no response, we sent him an Official Notice. It too, went ignored so we issued a citation. He then removed the vehicles. Abated.

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207 S Altona Street (William Fraser) – In late October, we sent him a letter asking him to clean up the junk in his yard. In December, we sent him an Official Notice. He has until January 15<sup>th</sup> to have the junk removed or stored inside an enclosed structure. If the property is not compliant, a citation will be issued.

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208 S Main Street (Gavin Parks) – In June of 2024 we sent him a letter, asking him to comply with Holstein's pool permit process. In October of that year, we sent him an Official Notice, informing him that he needed to complete the fence surrounding the pool. They decided to drain the pool; they were going to wait until the spring of 2025 to comply. During the 2025 season, we kept an eye on the property. The fence never went up, but the pool

wasn't filled, either. We will continue to monitor.

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211 S Main Street (Lexi Kunkel) – In July of 2024, it was alleged that she was keeping chickens, out back, in the shed with the fenced-in area (perfect place for chickens). I drove past the shed, next to the alley and looked and listened for chickens, several times. I never saw or heard any chickens. In May of 2025, we finally decided to remove them from the list. If there are future complaints of chickens, we will investigate further.

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217 W 2<sup>nd</sup> Street (Donald Grimes) – We've sent several letters to Mr. Grimes, asking him to tidy up a bit. He has been working on the house for several years. Every once in a while, he gets a little messy in the yard. Currently, we are watching for the next mess.

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222 Hanover Street (Andrew Conrad) – We have sent several correspondences to Mr. Conrad. He has cleaned up a lot of his junk and repainted the house. He still has some junk on the property and I believe he is one or two vehicles over the maximum allowed per City Ordinances. I reached out to Mr. Conrad by phone. I told him that he needed to store the rest of the "junk" inside an enclosed structure. He said that he plans on attaching his main shed to the smaller shed in the back, so he will have more room for storage. I told him to be sure and pull a permit, and I would contact him in the spring of 2026 and see how he was coming.

304 North Street (Michael Morrow) – We have had this property on our list for a while. We have sent him letters, Official Notices and even taken Mr. Morrow to court. On July 12, 2025 a judge ruled in our favor and gave Mr. Morrow 10 days to clean up his property and bring it into compliance with City Ordinances. Mr. Morrow finished everything except for the upper portion on either end of his one shed in the backyard. I have spoken to Mr. Morrow, he understands what he needs to do with the siding on the shed ends, he said he just needed more time. If he doesn't have the shed walls completed by April 15, I will give him one more chance, then see if we can hold him in contempt of court.

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313 W Railroad Street (Allen Hedberg) – This house has been abandoned for some time. The City is actively pursuing, taking possession of this property.

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316 S Hamburg Street (Travis Hersom) – We sent him a letter in July, asking him to please paint the house and garage and remove all volunteer trees from the property. He called in mid-September. He said he would take care of the volunteer trees, but he is not going to paint the buildings. He says that he is trying to sell the property. The subcommittee wants to wait until spring, giving him a chance to sell the property. If it doesn't sell by spring, we can take further steps to persuade compliance.

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318 N Hamburg Street (Eric Todd) – In July we sent him a letter asking him to clean up some junk and remove some brush and weeds on the property. In September, we sent him an Official Notice to do the same. After no response, we issued a citation in late October for the same. Pending litigation.

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404 S Kiel Street (Justin & Stephanie Clausen) – Back in 2018, we sent them a letter asking them to repaint the house. They resided the house, and didn't do the garage. In 2023 we sent them a letter, asking them to please paint the garage, followed by an Official Notice. After seeing no progress, we issued a citation in October of 2024. The court lost the paperwork and when they showed up for court, the judge sent them home. We contemplated issuing another citation this year and they finally finished painting the shed. Abated.

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405 S Main Street (previously James Walser, currently Keith Powers) – We've been in contact with Mr. Walser about this property since 2018. He had weeds, tall grass, missing garage doors, junk, the house needed to be painted and the roof needed to be replaced. We issued a citation in 2024. We entered into a consent agreement with him. Most of the work was completed; however, he never quite got it all cleaned up. Finally, in July 2025, he sold the property to Keith Powers. Shortly thereafter, the property was brought into compliance. Abated.

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410 E 2<sup>nd</sup> Street (David Stevenson Jr. & Roxanne Stevenson) – In October of 2024, we sent a letter asking them to please clean up some junk on the property. In November, we sent them an Official Notice. Earlier this year, they had cleaned up their junk and brought the property into compliance. Abated.

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413 S Kiel Street (Kyle & Calli Jo Schiembeck) – In October, we sent them an Official Notice, notifying them that they had a large, dead tree on their property that they needed to remove. On December 11, Tammy sent me an email, letting me know that the tree had been removed. Abated.

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416 S Kiel Street (Jodi Thevenot) – This property has been in violation of city codes since at least 2023. These people are not “City friendly”. We have had several meetings with them and have gotten nowhere with their issues. We filed for an extension of our current court proceedings with them, until June of 2026. Pending litigation.

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417 Davenport Street (Daniel Brosamle) – Mr. Brosamle owns a company that uses some heavy equipment. He occasionally has a bucket-truck parked, on his driveway next to his house (not a problem). He also has been known to park his Bobcat in his yard (a problem), and he had some tires in his front yard, for a while. We’ve sent him several letters and Official Notices, asking him to not leave tires and Bobcats in his yard. He is currently compliant. Abated.

417 S Altona Street (formerly Miguel Adan Camacho Diaz, currently Sheree Vohs) – We sent letters and Official Notices to Miguel to fix his garage roof along with fix it up and repaint it. We issued a citation to him in June of 2024. He sold the property in July 2024, before the trial date. Sheree Vohs bought the property and by April 21, 2025, she had it all fixed up. Abated.

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424 S Lubeck Street (Devon Taggart) – In November of 2024, we sent him a letter asking him to please not park on his grass in the yard. A follow up in 2025 showed he had moved the vehicle and has been in compliance ever since. Abated.

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506 E 2<sup>nd</sup> Street (Jeremy Hansen) – He owns a lawn-care company and has a large trailer parked on his front yard. We are currently working on strengthening our ordinances to prohibit this activity. In the meantime, he occasionally has more vehicles parked on his property than the City allows. We have sent him numerous letters and Official Notices and even taken him to court. It is alleged, he is trying to move somewhere else and there will soon be someone else living at the property. We are watching for compliance.

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508 S Kiel Street (David Elder) – Mr. Elder owns a construction company. He has been storing equipment and materials in the alley, behind his house. We have sent him letters and

Official Notices. We issued a citation in December. Pending litigation.

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512 S Kiel Street (Cornell McCray) – In March of 2024, we sent a letter asking him to please not park in his yard. In April, we sent an Official Notice. In May of that year, he was in compliance. In February of 2025, we sent an Official Notice to remove another car from the yard. He did. In July, there was another car, parked on the grass in the backyard so we issued a citation. Since July, there have been no vehicles parked in the yard. Abated.

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# **CITY OF HOLSTEIN**

## **ADMINISTRATOR REPORT**

**February 2026**

### **Market Meals**

Mary and I are meeting with the Holstein Chamber of Commerce on February 12th to discuss the continuation of community meals. Christine Kjar-Hanson will no longer continue overseeing the Farmers Market, and she has requested that the city continue with the community meals program.

### **Tyler Software Implementation**

This month we are implementing the Time and Attendance module. We will begin training department heads and employees participating in the pilot program.

### **Committee Meetings**

#### **Economic Development Committee**

The Economic Development Committee met on January 29, 2026. The committee discussed a Development Agreement on Benning Drive, where a developer is interested in developing two lots. The committee also discussed prioritizing development projects as follows:

1. Sell the property at 313 Railroad Street
2. Development of 420 and 424 S Main Street – LMI Project
3. Development of East Ridge 2nd Addition – TIF District for infrastructure
4. Applying for BOOST Grant – a \$10,000 grant to help communities begin executing key strategies for future development such as engineering, planning, design costs, training programs, and grant writing training

#### **Personnel Committee**

The Personnel Committee met on February 5th. The committee discussed:

- An employee disciplinary issue
- Employee FY27 salary increases
- Update on recruiting a pool manager
- Policy changes including weekend on-call coverage policy and maternity and paternity leave

#### **Park Committee**

The Park Committee met on January 28<sup>th</sup>. The committee discussed:

- Lohff Schumann Recreation Center Renovation
- Ballfield Parking Lot
- Town Square Project
- Park Comprehensive Plan – Meeting with ISG is scheduled for February 18<sup>th</sup> @ 1pm to finalize the Park Master Plan
- Recreation Center Membership Fee Schedule (effective when the Tyler software goes live)

### **FY27 Budget**

I am completing the department budget meetings this week. The General Fund budget is complete. I will be working on the Special Revenue, Enterprise Fund, Capital Project, and Debt Service budgets. The preliminary FY27 budget will be presented to the City Council at the February 24th council meeting.



Holstein, IA

# Treasurers Report Summary

Date Range: 01/01/2026 - 01/31/2026

Fund	Beginning Cash Balance	Revenues	Expenses	Net Change Assets	Net Change Liabilities	Calculated Ending Balance	Actual Ending Balance	Calculated - Actual Ending
001 - GENERAL	317,564.45	46,123.78	145,828.09	0.00	3,809.40	214,050.74	214,050.74	0.00
002 - HOTEL/MOTEL TAX	23,329.44	3,931.83	0.00	0.00	0.00	27,261.27	27,261.27	0.00
005 - ARPA	27,423.22	0.00	0.00	0.00	0.00	27,423.22	27,423.22	0.00
110 - ROAD USE TAX	147,841.04	17,283.39	5,238.14	0.00	2,365.75	157,520.54	157,520.54	0.00
112 - EMPLOYEE BENEFITS	47,929.12	1,006.00	7,024.76	0.00	-283.56	42,193.92	42,193.92	0.00
119 - EMERGENCY FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
121 - LOCAL OPTION SALES TAX	224,192.65	25,847.83	5,169.56	0.00	0.00	244,870.92	244,870.92	0.00
125 - TIF UR 5	408,250.70	0.00	0.00	0.00	0.00	408,250.70	408,250.70	0.00
126 - TIF UR 2	22,576.24	0.00	0.00	0.00	0.00	22,576.24	22,576.24	0.00
127 - TIF UR3	97,557.15	0.00	0.00	0.00	0.00	97,557.15	97,557.15	0.00
128 - TIF UR4	5,068.44	0.00	0.00	0.00	0.00	5,068.44	5,068.44	0.00
129 - TIF UR6A	205,135.74	0.00	0.00	0.00	0.00	205,135.74	205,135.74	0.00
170 - LOHFF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
200 - DEBT SERVICE	33,720.92	464.04	600.00	0.00	0.00	33,584.96	33,584.96	0.00
304 - FIRE CAPITAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
310 - UTIL SVC WTR/SWR VII LOTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
311 - LOHFF SCHUMANN CAPITAL	180,785.24	50.00	0.00	0.00	157.50	180,677.74	180,677.74	0.00
312 - PARK CAPITAL	35,022.62	0.00	197.50	0.00	-197.50	35,022.62	35,022.62	0.00
318 - WATER MAIN HWY 20	195,013.40	0.00	0.00	0.00	0.00	195,013.40	195,013.40	0.00
319 - AQUATIC CENTER CAPITAL	245,481.67	0.00	0.00	0.00	0.00	245,481.67	245,481.67	0.00
321 - AQUATIC CENTER	-3,100.00	0.00	0.00	0.00	0.00	-3,100.00	-3,100.00	0.00
322 - BENNING DRIVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
323 - AMBULANCE CAPITAL	10,000.00	0.00	0.00	0.00	0.00	10,000.00	10,000.00	0.00
324 - PUBLIC WORKS CAPITAL	1,218.60	0.00	0.00	0.00	0.00	1,218.60	1,218.60	0.00
325 - LIBRARY CAPITAL	1,914.70	0.00	0.00	0.00	0.00	1,914.70	1,914.70	0.00
326 - TAXI CAPITAL	4,868.97	0.00	0.00	0.00	0.00	4,868.97	4,868.97	0.00
327 - CITY HALL CAPITAL	25,086.41	0.00	478.97	0.00	0.00	24,607.44	24,607.44	0.00
328 - TECHNOLOGY CAPITAL	74,496.71	0.00	14,890.79	0.00	4,060.00	55,545.92	55,545.92	0.00
329 - DOWNTOWN ECONOMIC DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
330 - DISASTER PREPAREDNESS CAPITAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
331 - PARK TENNIS COURT CAPITAL	15,400.00	100.00	0.00	0.00	0.00	15,500.00	15,500.00	0.00
332 - 2ND STREET PROJECT	710.00	0.00	0.00	0.00	0.00	710.00	710.00	0.00
600 - WATER UTILITY	150,790.13	10,535.66	17,283.53	0.00	546.29	143,495.97	143,495.97	0.00
605 - WATER CAPITAL	213,285.43	2,047.27	0.00	0.00	0.00	215,332.70	215,332.70	0.00
610 - SEWER UTILITY	342,312.35	8,630.58	16,317.31	0.00	164.06	334,461.56	334,461.56	0.00
611 - SEWER SINKING FUND	19,233.98	0.00	0.00	0.00	0.00	19,233.98	19,233.98	0.00
612 - SEWER WWSI PROJECT	18,507.94	325,390.50	348,556.50	0.00	6,303.75	-10,961.81	-10,961.81	0.00

Treasurers Report

Date Range: 01/01/2026 - 01/31/2026

Fund	Beginning Cash Balance	Revenues	Expenses	Net Change Assets	Net Change Liabilities	Calculated Ending Balance	Actual Ending Balance	Calculated - Actual Ending
615 - SEWER CAPITAL	587,297.73	3,014.29	0.00	0.00	0.00	590,312.02	590,312.02	0.00
741 - STORM WATER UTILITY	148,974.47	768.05	0.00	0.00	0.00	149,742.52	149,742.52	0.00
810 - REVOLVING FUND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
998 - POOLED CASH INVESTMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
999 - POOLED CASH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Report Total:	3,827,889.46	445,193.22	561,585.15	0.00	16,925.69	3,694,571.84	3,694,571.84	0.00



Holstein, IA

# Budget Report Group Summary

For Fiscal: 2025-2026 Period Ending: 02/28/2026

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
<b>Function: 100 - PUBLIC SAFETY</b>						
Revenue	122,000.00	122,000.00	0.00	69,377.70	-52,622.30	56.87%
Expense	442,187.00	442,187.00	3,039.56	311,856.63	130,330.37	70.53%
Function: 100 - PUBLIC SAFETY Surplus (Deficit):	-320,187.00	-320,187.00	-3,039.56	-242,478.93	77,708.07	75.73%
<b>Function: 200 - PUBLIC WORKS</b>						
Revenue	394,043.00	394,043.00	0.00	201,049.95	-192,993.05	51.02%
Expense	343,238.00	343,238.00	1,546.12	196,489.35	146,748.65	57.25%
Function: 200 - PUBLIC WORKS Surplus (Deficit):	50,805.00	50,805.00	-1,546.12	4,560.60	-46,244.40	8.98%
<b>Function: 300 - HEALTH &amp; SOCIAL SERVICES</b>						
Revenue	4,800.00	4,800.00	0.00	3,977.00	-823.00	82.85%
Expense	74,104.00	74,104.00	1,966.40	38,120.50	35,983.50	51.44%
Function: 300 - HEALTH & SOCIAL SERVICES Surplus (Deficit):	-69,304.00	-69,304.00	-1,966.40	-34,143.50	35,160.50	49.27%
<b>Function: 400 - CULTURE &amp; RECREATION</b>						
Revenue	144,139.00	144,139.00	0.00	84,774.99	-59,364.01	58.81%
Expense	541,298.00	541,298.00	17,684.82	301,763.38	239,534.62	55.75%
Function: 400 - CULTURE & RECREATION Surplus (Deficit):	-397,159.00	-397,159.00	-17,684.82	-216,988.39	180,170.61	54.64%
<b>Function: 500 - COMMUNITY &amp; ECONOMIC DEV</b>						
Revenue	451,798.00	451,798.00	0.00	151,979.04	-299,818.96	33.64%
Expense	441,300.00	441,300.00	2,253.95	121,507.09	319,792.91	27.53%
Function: 500 - COMMUNITY & ECONOMIC DEV Surplus (Deficit):	10,498.00	10,498.00	-2,253.95	30,471.95	19,973.95	290.26%
<b>Function: 600 - GENERAL GOVERNMENT</b>						
Expense	333,260.00	333,260.00	8,425.18	195,773.47	137,486.53	58.74%
Function: 600 - GENERAL GOVERNMENT Total:	333,260.00	333,260.00	8,425.18	195,773.47	137,486.53	58.74%
<b>Function: 710 - DEBT SERVICE</b>						
Expense	232,200.00	232,200.00	0.00	15,738.00	216,462.00	6.78%
Function: 710 - DEBT SERVICE Total:	232,200.00	232,200.00	0.00	15,738.00	216,462.00	6.78%
<b>Function: 750 - CAPITAL PROJECTS</b>						
Revenue	115,000.00	115,000.00	0.00	50,131.00	-64,869.00	43.59%
Expense	568,014.00	568,014.00	3,320.03	262,474.01	305,539.99	46.21%
Function: 750 - CAPITAL PROJECTS Surplus (Deficit):	-453,014.00	-453,014.00	-3,320.03	-212,343.01	240,670.99	46.87%
<b>Function: 800 - ENTERPRISE FUNDS</b>						
Revenue	7,920,435.00	7,920,435.00	0.00	865,001.00	-7,055,434.00	10.92%
Expense	7,639,123.00	7,639,123.00	10,030.14	1,049,462.10	6,589,660.90	13.74%
Function: 800 - ENTERPRISE FUNDS Surplus (Deficit):	281,312.00	281,312.00	-10,030.14	-184,461.10	-465,773.10	-65.57%
<b>Function: 910 - TRANSFERS OUT</b>						
Revenue	1,230,951.00	1,230,951.00	0.00	710,132.70	-520,818.30	57.69%
Expense	1,230,951.00	1,230,951.00	0.00	710,132.70	520,818.30	57.69%
Function: 910 - TRANSFERS OUT Surplus (Deficit):	0.00	0.00	0.00	0.00	0.00	0.00%
<b>Function: 950 - NON-PROGRAM GENERAL REVENUE</b>						
Revenue	1,362,777.00	1,362,777.00	0.00	801,269.53	-561,507.47	58.80%
Function: 950 - NON-PROGRAM GENERAL REVENUE Total:	1,362,777.00	1,362,777.00	0.00	801,269.53	-561,507.47	58.80%
Report Surplus (Deficit):	-99,732.00	-99,732.00	-48,266.20	-265,624.32	-165,892.32	266.34%

## Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
001 - GENERAL	-82,625.00	-82,625.00	-30,026.20	-188,150.23	-105,525.23
002 - HOTEL/MOTEL TAX	0.00	0.00	0.00	22,490.34	22,490.34
005 - ARPA	-27,423.00	-27,423.00	0.00	0.00	27,423.00
110 - ROAD USE TAX	26,055.00	26,055.00	-665.13	49,324.05	23,269.05
112 - EMPLOYEE BENEFITS	-2,838.00	-2,838.00	-4,224.70	9,129.94	11,967.94
121 - LOCAL OPTION SALES TAX	-129,918.00	-129,918.00	0.00	-9,252.16	120,665.84
125 - TIF UR 5	-298,000.00	-298,000.00	0.00	-172,428.65	125,571.35
126 - TIF UR 2	0.00	0.00	0.00	-3,350.60	-3,350.60
129 - TIF UR6A	25,798.00	25,798.00	0.00	95,052.66	69,254.66
200 - DEBT SERVICE	28,656.00	28,656.00	0.00	33,515.79	4,859.79
304 - FIRE CAPITAL	-5,000.00	-5,000.00	0.00	-82,000.00	-77,000.00
311 - LOHFF SCHUMANN CAPTIAL	29,500.00	29,500.00	0.00	-6,994.99	-36,494.99
312 - PARK CAPTIAL	0.00	0.00	0.00	33,345.05	33,345.05
318 - WATER MAIN HWY 20	-195,014.00	-195,014.00	0.00	0.00	195,014.00
321 - AQUATIC CENTER	0.00	0.00	0.00	-3,100.00	-3,100.00
323 - AMBULANCE CAPTIAL	10,000.00	10,000.00	0.00	0.00	-10,000.00
324 - PUBLIC WORKS CAPTIAL	0.00	0.00	0.00	118.60	118.60
325 - LIBRARY CAPTIAL	500.00	500.00	0.00	0.00	-500.00
326 - TAXI CAPTIAL	10,000.00	10,000.00	0.00	0.00	-10,000.00
327 - CITY HALL CAPITAL	0.00	0.00	0.00	22,143.52	22,143.52
328 - TECHNOLOGY CAPTIAL	12,420.00	12,420.00	-3,320.03	-39,645.19	-52,065.19
329 - DOWNTOWN ECONOMIC DE	0.00	0.00	0.00	0.00	0.00
330 - DISASTER PREPAREDNESS CA	0.00	0.00	0.00	0.00	0.00
331 - PARK TENNIS COURT CAPTIA	0.00	0.00	0.00	15,500.00	15,500.00
332 - 2ND STREET PROJECT	0.00	0.00	0.00	710.00	710.00
600 - WATER UTILITY	-5,231.00	-5,231.00	-4,995.50	-32,956.28	-27,725.28
605 - WATER CAPITAL	-14,633.00	-14,633.00	0.00	-26,863.64	-12,230.64
610 - SEWER UTILITY	76,417.00	76,417.00	-5,034.64	-18,216.27	-94,633.27
611 - SEWER SINKING FUND	436,000.00	436,000.00	0.00	0.00	-436,000.00
612 - SEWER WWSI PROJECT	0.00	0.00	0.00	-10,961.81	-10,961.81
615 - SEWER CAPTIAL	42,826.00	42,826.00	0.00	32,972.92	-9,853.08
741 - STORM WATER UTILITY	-37,222.00	-37,222.00	0.00	13,992.63	51,214.63
<b>Report Surplus (Deficit):</b>	<b>-99,732.00</b>	<b>-99,732.00</b>	<b>-48,266.20</b>	<b>-265,624.32</b>	<b>-165,892.32</b>

# Open Meetings Training Requirement



Updated on November 7, 2025



Posted on July 15, 2025

## Open Meetings Requirements for Governmental Bodies

A law adopted in the 2025 legislative session set a requirement for all new elected officials and those appointed to governmental bodies (at the city government level, common examples include library boards, planning and zoning commissions, boards of adjustments and more) to complete a training on the responsibilities and requirements for open meetings and open records laws. The training must be completed within 90 days of an official taking the oath of office or assuming the duties of their office.

The Iowa Public Information Board is responsible under the law to oversee the training requirement and provide classes. They are also allowed to authorize other entities to provide training. The law stipulates that the training must be at least one hour, but not more than two hours. The Iowa Public Information Board (IPIB), or another entity providing the training, is required to provide a certificate of course completion, and the governmental body must maintain and make these certificates of completion available for the public.

The law also requires a certificate of completion to be provided to each participant, and for governmental entities to preserve such certificates and make them available for public inspection.

The law increases civil penalties for violation of open records laws to \$500-\$2,500 for accidental violations and \$5,000-\$12,000 for knowing violations. Additionally, a member of a governmental body can be removed from office if they have engaged in prior violations for which damages were assessed.

Additional guidance on open meetings can be found in the [League's Open Meetings Guide](#), and [Open Meetings Resource](#) page.

More information from IPIB, including training dates, is listed on [IPIB's website](#).

**The League is now authorized to provide Open Meetings and Open Records training to our members, [register today](#).**

## FAQ: OMOR Training Requirement

**Who is required to complete Open Meetings/Open Records training?**

A law adopted in the 2025 legislative session set a requirement for all new elected officials and those appointed to governmental bodies (at the city government level, common examples include library boards, planning and zoning commissions, boards of adjustments, and more) to complete training on the responsibilities and requirements for open meetings and open records laws.

**Who are considered newly elected or appointed officials?**

"Newly" elected or appointed officials are defined as those who are elected or appointed after July 1, 2025.

Those who are reelected or reappointed to the same governmental body and were in office on July 1, 2025, are exempted from the training requirement.

**Who counts as a member of a governmental body?**

Iowa Public Information Board (IPIB) has ruled that members of governmental bodies include: members of state agency boards and commissions, city council members, county supervisors, township trustees, members of library boards or school board directors, drainage/levee/fire district trustees, members of subcommittees/commissions created by state/local governing bodies such as the Planning and Zoning Commission and Board of Adjustment, directors of select nonprofits involved in 99D/99F gambling and board members in charge of 28E entities.

**How long do new officials have to complete the training?**

This mandatory training must be completed within 90 days for newly elected or appointed officials. The 90 days begin from the date an individual takes the initial oath of office or assumes the responsibilities of the office. Failure to complete the training will result in a 60-day period to complete the training upon notice of the deficiency.

**What if a currently serving member who is exempt from the training requirement does not seek reelection or reappointment but serves in the future?**

If an inactive gap occurs after July 1, 2025, or the individual is elected/appointed to a new position with another governmental body, they must complete the training. However, completion of the training applies to all future positions.

**Who keeps the certificate?**

The law requires a certificate of completion to be provided to each participant, and for governmental entities to preserve such certificates and make them available for public inspection.

**Are there penalties for failing to complete the training?**

If an individual does not complete the training, then a fine can be assessed consistent with those for violating the open meetings law. The law increases civil penalties for violation of open records laws to \$500-\$2,500 for accidental violations and \$5,000-\$12,000 for knowing violations.

**Who is not required to complete the training?**

As previously detailed, those that were in office as of July 1, 2025 and then reelected or reappointed to that office are not subject to the training requirement. City employees are also not generally required to complete the training, although if a city employee is newly appointed to serve on a covered board or commission (such as a 28E board) then the training requirement would apply.

**These training times don't fit my schedule. Are there additional trainings available?**

# Open Meetings/Open Records Training

A law adopted in the 2025 legislative session set a requirement for all new elected officials and those appointed to governmental bodies (at the city government level, common examples include library boards, planning and zoning commissions, boards of adjustments and more) to complete a training on the responsibilities and requirements for open meetings and open records laws. The training must be completed within 90 days of an official taking the oath of office or assuming the duties of their office.

Please note: The following League webinars are exclusively for our members.

Learn more about training requirements [here](#).

## Register:

**\*\*\*Registration will close 24 hours before the scheduled training, be sure to register ahead of time.\*\*\***

**Name** (Required)

<input type="text"/>	<input type="text"/>
First	Last

**Position** (Required)

<input type="text"/>
Ex. City Council Member, City Clerk, Mayor, etc.

**City/Organization** (Required)

<input type="text"/>
City/Organization

**Email** (Required)

<input type="text"/>	<input type="text"/>
Enter Email	Confirm Email



**Select the Training You'd Like to Attend** *(Required)*

Note: Registration will close 24 hours before the scheduled training.

☐ Monday, February 16 | 1:30-3 p.m.

☐ Thursday, February 26 | 10-11:30 a.m.

☐ Wednesday, March 11 | 5-6:30 p.m.

☐ Monday, March 23 | Noon-1:30 p.m.

By registering for this workshop, I understand that **registering alone does not fulfill the Iowa Public Information Board (IPIB) training certification requirement.**

To receive certification, **each attendee must complete a separate certification form** provided at the end of the workshop via a link or QR code from the host.

Once the certification form is submitted, **a copy of the certificate will be emailed to both the attendee and their city clerk** in accordance with IPIB state requirements within 10 business days of the training session you attend.

For more information, visit [ipib.iowa.gov/trainings/25ao0008-training-requirements-newly-elected-and-appointed-officials](https://ipib.iowa.gov/trainings/25ao0008-training-requirements-newly-elected-and-appointed-officials)

**Acknowledgment** *(Required)*

☐ I acknowledge and understand the certification process as outlined above.

Submit

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500 SW 7th Street, Suite 101  
Des Moines, IA 50309-4506

**Remit Payments to**  
PO Box 8296  
Des Moines, IA 50301  
**Phone** (515) 244-7282  
**Fax** (978) 367-9733